

***DOUBLE BRANCH***  
***Community Development District***

***SEPTEMBER 12, 2022***

# *AGENDA*

# Double Branch Community Development District

475 West Town Place  
Suite 114  
St. Augustine, Florida 32092

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September 2, 2022

Board of Supervisors  
Double Branch Community Development District

Dear Board Members:

The Double Branch Community Development District Board of Supervisors Meeting is scheduled for **Monday, September 12, 2022 at 6:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.**

Following are the agendas for the meeting:

- I. Roll Call
- II. Audience Comments (limited to three minutes)
- III. Approval of Consent Agenda
  - A. Minutes of the August 15, 2022 Board of Supervisors Meeting
  - B. Financial Statements
  - C. Assessment Receipts Schedule
  - D. Check Register
- IV. Public Hearings for the Purpose of Adopting a Budget and Imposing Operations & Maintenance Assessments for Fiscal Year 2023
  - A. Consideration of Resolution 2022-06, Relating to Annual Appropriations and Adopting the Budget for Fiscal Year 2023
  - B. Consideration of Resolution 2022-07, Imposing Special Assessments and Certifying an Assessment Roll
- V. Other Business
- VI. Staff Reports
  - A. District Counsel

- B. District Engineer
  - C. District Manager
    - 1. Consideration of Work Authorization #1 for Onsite Management and Maintenance Contract Administration for FY23
    - 2. Consideration of Work Authorization #2 for General Maintenance Services for FY23
  - D. Operations Manager – Memorandum
- VII. Audience Comments (limited to three minutes) / Supervisors’ Requests
- VIII. Next Scheduled Meeting – October 10, 2022 at 4:00 p.m. the Plantation Oaks Amenity Center
- IX. Adjournment

I look forward to seeing you at the meeting. If you have any questions, please feel free to call.

Sincerely,

*Marilee Giles*

Marilee Giles  
District Manager

*THIRD ORDER OF BUSINESS*

*A.*

MINUTES OF MEETING  
DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Double Branch Community Development District was held Monday, August 15, 2022 at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

Present and constituting a quorum were:

Cindy Nelsen	Chairperson
Chad Davis	Vice Chairman
Tom Horton	Supervisor
Scott Thomas	Supervisor
Andre Lanier	Supervisor

Also present were:

Marilee Giles	District Manager
Wes Haber	District Counsel
Jay Soriano	Field Operations Manager
Chalon Suchsland	VerdeGo
Marla Dietrich	S3 Security

**FIRST ORDER OF BUSINESS**

**Roll Call**

Ms. Giles called the meeting to order at 4:00 p.m.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There being no members of the public present, the next item followed.

**THIRD ORDER OF BUSINESS**

**Approval of Consent Agenda**

- A. Approval of the Minutes of the July 11, 2022 Board of Supervisors Meeting**
- B. Financial Statements**
- C. Assessment Receipt Schedule**
- D. Check Register**

Ms. Giles stated included in your agenda package are the minutes of the July 11<sup>th</sup> meeting, the financial statements as of June 30<sup>th</sup>, your assessment receipts schedule showing the District is 100% collected, and the check register totaling \$87,851.47.

On MOTION by Mr. Davis seconded by Mr. Horton with all in favor the Consent Agenda was approved.

**FOURTH ORDER OF BUSINESS                      Discussion of the Fiscal Year 2023 Budget**

Ms. Giles stated nothing has changed on the budget that you see before you since the last meeting and since it was approved.

Mr. Horton asked at the last meeting it was mentioned that a letter will go out to the residents. That hasn't happened yet.

Ms. Giles stated it has to go out a minimum of 20 days before the hearing. Our meeting is September 12<sup>th</sup>, so they will back that up by 20 days and then send it out.

Mr. Haber stated the requirement is that it's mailed 20 days in advance, not necessarily received 20 days in advance depending on when they mail it out.

Ms. Giles stated it will have the assessments broken out like the table that you see in the budget. The last time assessments were raised in your district was 2012.

**FIFTH ORDER OF BUSINESS                      Other Business**

There being no other business, the next item followed.

**SIXTH ORDER OF BUSINESS                      Staff Reports**

**A. District Counsel**

There being nothing to report, the next item followed.

**B. District Engineer**

There being nothing to report, the next item followed.

**C. District Manager – Consideration of Designating a Regular Meeting Schedule for Fiscal Year 2023**

Ms. Giles stated as you know, we look for you to approve a meeting schedule in advance, but we can make changes later if we need to. We annotated February 13, 2023, and August 15, 2023 as night meetings.



On MOTION by Mr. Lanier seconded by Mr. Davis with all in favor the Fiscal Year 2023 meeting schedule was approved as presented.

#### **D. Operations Manager - Memorandum**

Mr. Soriano stated we've had a couple of community events since I saw you last. We had our Back-to-School party, and it was pretty busy. You had a small group compared to this side, which was loaded. There were about 350 kids here. We cut them off after about 20 pizzas here. Everybody is back to school now, so our schedules have changed. Last Friday we had your last dive-in movie. We have one more for the summer at your sister district in September, and then we come back to your side for movies each month on the multi-use fields. We will still do them along with food truck nights. Usually, we hit the November one for Thanksgiving and December never really works out, so we may drop the December movie this year.

If you look at the usage numbers and compare them to the last couple years, we are getting back to before the pandemic. Back in 2018 and 2019 our numbers were really high, and we're starting to see it back up there again. It was a little tough on staff, but we made it through. I mentioned we've been short staffed for the last month. We had about eight people between hourly staff, RMS and GMS that were out for issues like COVID related illnesses so many of us were working a lot of extra hours the last few weeks, but we're catching back up now.

For the pools, the days we shut down worked out well. There were a few upset people, but most people received it well and it did make a lot of difference in making sure the pools look good and clean.

I have one quote I want to give to you guys. We changed around the fencing. Years ago, our fence was set up different because the lifeguards were actually checking people in down by the steps and they had an extra gate there, so we had this odd setup with fencing that kept people back off that section, but it was also a little weird around the patio rental area on the building. A couple of years ago we had a walk-through with the insurance company and they point out that it wasn't very problematic, they just didn't like the fact that the fence was on the ground and not along the patio itself. They asked if we had ever had anybody fall off. We never have, which is a good thing, but they had concerns with it because of the height. We moved that fencing because we no longer needed it, and we took the check-in fencing out and

reused it up on the patio, so it stops anybody from tumbling. It opened up the area, but we had all these hedges and perennials, and it was separate out from the rest of the pool deck by this fence. Now it's out, and it looks better and more open. With that, I'm short patio furniture patio now, so we spread it out, so people aren't right next to each other, but we have a very big deck. A couple of years ago we cleared out all of the old furniture and bought new furniture, but we're a little short. I have a quote to place in that area, and this is just for the chaise lounges. It's the same green sling-style, which has been helpful. Over here we started the process four years ago and we have the first sling that is faded and ripped through. The nice part about the sling style is you can slide a new sling into the groove, we don't have to boil the straps and stretch them. This is much easier to use these types of chairs. If we want to go ahead and replace the chairs we can, but we don't have to.

Mr. Horton stated I would suggest we wait until February or March. I don't see the sense in putting them out there now just to get faded by the sun.

Mr. Soriano stated we most certainly can. The only thing is shipping is low on there. This quote was designed for Middle Village because they are not done replacing all of theirs. If you go out there, you'll see a lot of those old-style straps. They've been doing so much at a time. They had a few hundred more than you guys did. They're going to work on one of the orders tonight, and if I put this with it, we would save about \$300 on shipping. If we're not worried about it, we can wait until before Spring Break.

Chairperson Nelsen asked what about delivery? Because it's been a big issue.

Mr. Soriano responded things are speeding up a bit. At Middle Village we're replacing a lot of large ice machines. Originally, I was given quotes in quarters, not months or weeks like they were before, but then about a week ago I got an ice machine out of nowhere at the front door. So, I'm hoping things are moving a little better. At a minimum, you're looking at three to four months sometimes for commercial equipment.

Mr. Lanier stated I like Tom's idea to put it on hold right now and readdress this in January.

Mr. Davis stated absolutely. We get about three or four months more life out of them.

Mr. Soriano stated I'll bring it back and update if they want anything different for cost. Sometimes now what we're seeing is quotes are only good for 30 days whereas before they would give us quite a bit of time before we made large purchases.

Mr. Soriano concluded his report.

Mr. Thomas asked for the two properties where the library was supposed to be, the weeds are bad. We don't own those properties yet, so can we ask the people to mow?

Mr. Soriano responded usually around this time of year I've seen them out cutting weeds down. I'll ask Peter to reach out to them to see if they can push that up for us.

Mr. Thomas stated I noticed on one side of the ramp of the new bridge, it seems there is a little bit of erosion. Can we put a little bit of concrete in there or something?

Mr. Soriano responded I'm sure we're going to have to look at erosion control when we have rain like we had in the last week. We're going to have some good washouts in the area, so we may have to do some matting. We will take a look at it.

Mr. Horton stated you mentioned an update on pickleball renovations on the schedule?

Mr. Soriano stated I'm hoping we can get to added surface this month, so this next week you'll see us getting rid of the asphalt on the front of the parking lot. I have eight 55-gallon drums that I have to get out of that shed before I can do the resurfacing because I don't have anywhere to store it, so once I can bring that in, we can move to surfacing on the tennis courts. This is just added asphalt that will down in the cracked areas and the corners that we have to build out to make it straight. I did have a quote from the fencing guy, which is \$9,000 to redo the fencing the way we want it straight in the back. That was a little high, so I asked him for another quote, especially if I can get the pickleball people to help me on labor with some of it. We set aside \$35,000. Last month we did a lot of tree work.

Mr. Horton asked when you think we might be able to say it's completed?

Mr. Soriano responded I'm hoping it's complete by our October party, or at least surfaces are painted. We haven't done our big Halloween party in quite a few years. We started doing it every other or every third year. I would like to bring that back, but it is a lot of use on that set of courts particularly. We get about 500 to 600 people for that party out of on the courts, so if I can get it done by then I'll be extremely happy.

Mr. Horton stated you're talking about patching the cracks and extending it a little bit.

Mr. Soriano stated we have to do the surface work first, and then we can paint. I will use pickleball people to help me with paint. They can do the first layer of green.

Mr. Horton asked and who will the marking be done by?

Mr. Soriano responded I have a professional I use. It will cost a little more money, but I do not want crooked lines.

Mr. Horton asked how about the gym equipment?

Mr. Soriano responded I have no date on that yet.

Mr. Horton asked how about the leak at the pool. Has that been finalized yet?

Mr. Soriano responded I left it open to watch it. I'm happy with it and ready to bury it. It hasn't leaked in quite a while. My guys will probably fill it back in within the next week or two.

Mr. Horton stated we've replaced several playground pieces in Nature's Hammock, right?

Mr. Soriano responded yes.

Mr. Horton stated and you're going to do Cannon's Point, but you haven't done it yet.

Mr. Soriano stated right. We've ordered it, but we haven't gotten it in.

Mr. Horton stated Mike was going to come back with some answers on the vandalism at Cannon's Point. You're probably not aware of it?

Mr. Haber responded I'm not aware of it, but I can ask him to follow up with you. Was that something he was going to come back to the next meeting, or get an answer between meetings?

Mr. Horton responded at the last meeting we let one of the kids that did it back in and dropped the trespassing, but it seems like we ought to make sure that they pay before they get back in. He was going to look at that and make sure we could do something like that because he had problems with it.

Mr. Haber stated I can see where his concerns were coming from. In my experience, you address a suspension for a particular deed that is done, so if there is vandalism on CDD property, you as a board can then punish that person for doing that vandalism, regardless of whether they pay you for the vandalism or not. The way you would go about getting reimbursed is unfortunately you would have to sue them. I'm assuming that is what Mike told you. So, you can reach out to them to say we want you to reimburse us, and if you don't reimburse us, we're going to sue you, and that's how you deal with the monetary side of it. Whether you can combine the two and say for doing the vandalism, we're going to suspend you for three months, but if you don't reimburse us, we're going to extend it for six months,

I'm assuming what Mike was looking at is whether he was comfortable with that combination. I personally have not made a longer suspension for failure to pay, because it seems like you're fining them, which we don't have the authority to do. I can speak to Mike about where he ended up on this.

Mr. Horton stated we normally say a year or two years, and we can shorten of course. It just didn't seem right to let them back in when they hadn't made up for the vandalism.

Mr. Davis asked it was voted on?

Mr. Lanier stated she was going to make payments.

Mr. Davis stated it's already done.

Mr. Horton stated I'm talking about in the future. I just think we ought to have some kind of policy in how we handle that.

Mr. Haber stated I'll follow up with Mike.

Mr. Soriano stated to update you guys, the one family reached out to me last week and left a message for me, so I'm going to get a hold of her and let her know what we did with the other person. She doesn't live in the neighborhood. In fact, I think she was in Chicago, so we don't have to worry about that part, however I'll offer them the same deal on the payments for that \$2,000.

Mr. Horton asked is there anything new with security that we should know about?

Ms. Dietrich responded no. We've removed some people from the pool as usual and are running cars out of the parking lot, but no major incidents.

Mr. Horton asked do we still have people jumping the fence to go in the pool at night?

Ms. Dietrich responded yes. You may have two or three incidents this week and then none for two weeks. Being in three or four different cities and many properties, it's the same everywhere. Pools and basketball courts are magnets for people. But they seem to be getting them out of there, and people are leaving without incident.

Mr. Horton asked how are the golf carts working out?

Ms. Dietrich responded they're using it.

Mr. Soriano stated a couple of weeks ago they were having issues with getting stuck, but for the last two weeks they've been using it every single night.

Mr. Horton asked its electric, isn't it?

Mr. Soriano responded it is. Unless it's a short somewhere, or the battery, or somebody just didn't plug it in correctly, there's really only so much that's going to be wrong with it.

Ms. Dietrich stated I think it may be a plugging in issue, because you have to really make sure it's in there and makes a little buzz when it clicks on.

Mr. Horton stated the trees on the loop road are not 14-feet. Some of them are low.

Ms. Suchsland stated we're still working on that. We had some areas over here that we had to get to. The truck is only so big and can only hold so many chips. I was talking to Jay earlier about tree work. The 14-foot is in your contract, but a lot of this tree work that needs to be done, fallen limbs, dead pine trees, stuff like that, you guys have about \$6,250 left of your contractual plant/sod agreement that we do for you if you would like to use that money towards the tree work so we can get a lot further down the line. It would be a lot easier to get my guys up here for two or three consecutive days to get more done.

Mr. Horton stated they were working across the pond from where I live one day, and I counted seven guys taking one tree done.

Ms. Suchsland stated yes because you have to have traffic control. That was a big tree.

Mr. Horton stated I appreciate that, because we've been worried about that tree for two years now.

Ms. Suchsland stated you're going to see more. On the school road there are a lot of trees, there's even some on the loop road where the greenery is on the trunk in the branches, but not out and it's declining more and more.

Mr. Thomas asked so you're suggesting shifting the \$6,000 for the plants and sod over to trees. Jay, how do you feel about that?

Mr. Soriano stated I'm good with that. This year I think a lot of our landscaping looks good. We didn't lose any color, perennials, hedges, or trees that were new, so we're getting a lot of mature growth. So, some of the older trees, I'm good with putting money towards taking those out. We are getting a lot of pine trees too, and those pine trees were planted 20-something years ago and they're going to be going. We can't really spray the tree bed for bugs. In the last few years, we've added more dollars on for tree work. This would give them a chance to catch up for things that they have to get to.

Mr. Thomas stated I particularly like it, because I did have to call you guys about cleaning up the school area and you guys did a fantastic job.

Mr. Lanier asked where are we with tree replacement? Is that a concern?

Mr. Soriano responded there's not a requirement. Usually, the only time we're concerned with tree replacement is whenever we see our decorative trees getting taken out, or right in between the sidewalk and the road. The County has made some neighborhoods take certain trees out. They don't like palm trees in that little section of grass, but the oak trees they don't mind as much. We've had one or two taken out by cars. Our concern is the more decorative issues, and we really haven't lost anything this year.

Ms. Suchsland stated no, the other one we lost that we just replaced is the oak tree.

Mr. Soriano stated we don't have a lot that is in there for replacements. Most of our replacements is hedges, small perennials or grasses.

Mr. Lanier stated if we get to a point where we're taking down a significant number it starts to take away from the aesthetics. I just wonder if that's something we need to think about.

Mr. Soriano stated we may have to put a plan in place, but I think we're far from needing to do anything yet, because you may need to take out more. The issue with putting those little splash pines in is we take on out in a big section of pines, it's actually really hard to get a little one to grow. If we have some places where we're missing four or more, then we will start putting some small splash pines in.

Mr. Horton asked do you guys take out the stumps?

Ms. Suchsland responded we can. When it's just in the wood line, we don't. If it's in an area where it's going to be a tripping hazard or unsightly, then yes.

Mr. Soriano stated when we get a lot of complaints of one ugly stump some place, you'll see my guys out there with the stump grinder, but we rent that. The ones that are farther out, we tend to leave the stumps.

Mr. Horton asked do you guys use the chipper that you got very much?

Mr. Soriano responded yes. We take it out on the trailer. We've done some on this side where we've chipped them and put them in mulch beds. They have a bigger chipper, so they're doing the heavy tree work right now.

**SEVENTH ORDER OF BUSINESS**

**Audience Comments / Supervisors’ Requests**

**Audience Comments**

There were no audience members present.

**Supervisor Requests**

Chairperson Nelsen thanked Jay and the staff for all of the extra hours put in.

Mr. Thomas stated I appreciate the email about our lifeguards and the training about saving the infant’s life. Keep up the good work on the pools. I’m glad we went in-house and that they had extra training.

Mr. Horton you sent out two emails and one of them was about putting some kind of historical marker.

Mr. Soriano stated that’s not my project, but I’ve been working with them the last couple of months. I was excited when they approached me about it. The center of those runways is right where the elementary school is. They asked me about putting in the building. My only problem is putting it up there by the office is other than the summer, it’s not a heavily used spot. The soccer fields would be next, but I gave them the pros and cons with that area. Soccer and I-9 bring in guests, but that is a resident program. We ended up going with the corner by the fitness center, because that is a heavy used area pretty much all the time when school is in, and during the summer it’s still pretty busy. That’s an educational item for the kids too, so I like that families will be able to see it. The plaque is going to be made with a picture embossed in it for the runways, so they will get to see where that was at in Oakleaf and all of the information for the historical society.

Mr. Horton asked are you talking about the corner with the traffic light?

Mr. Soriano responded yes, right near the traffic light. They want to put it on our property, but it is county right of way, so they have to get the easement to it. I did invite them in, so once we get everything finalized and get ready to place it, I invited the coordinator from the historical society to give you guys a presentation. I’m looking at possibly September or October.

**EIGHTH ORDER OF BUSINESS**

**Next Scheduled Meetings**

Ms. Giles stated the next scheduled meeting is September 12<sup>th</sup> at 6:00 p.m. at the Plantation Oaks Amenity Center. It’s your budget adoption meeting.



**NINTH ORDER OF BUSINESS**

**Adjournment**

On MOTION by Mr. Thomas seconded by Mr. Horton with all in favor the meeting was adjourned.

\_\_\_\_\_  
Secretary/Assistant Secretary

\_\_\_\_\_  
Chairman/Vice Chairman

*B.*

# Double Branch

## Community Development District

Unaudited Financial Reporting  
July 31, 2022



**DOUBLE BRANCH**  
**Community Development District**

Combined Balance Sheet

July 31, 2022

	<b>Governmental Fund Types</b>					<b>Totals</b>
	<b>General</b>	<b>Recreation</b>	<b>Capital Reserve</b>	<b>Debt Service</b>	<b>Capital Projects</b>	<b>(Memorandum Only)</b>
<b>ASSETS:</b>						
Cash	\$105,021	\$453,109	\$336,615	---	---	\$894,745
Petty Cash	---	\$672	---	---	---	\$672
Investments:						
<i><b>Series 2013A-1</b></i>						
Revenue	---	---	---	\$621,701	---	\$621,701
Reserve A1	---	---	---	\$868,932	---	\$868,932
Prepayment	---	---	---	\$144	---	\$144
Acquisition and Construction	---	---	---	---	\$18,629	\$18,629
<i><b>Series 2013A-2</b></i>						
Reserve A2	---	---	---	\$95,634	---	\$95,634
<i><b>Operations</b></i>						
Custody Account-General Fund Excess	\$10,433	---	---	---	---	\$10,433
Custody Account-Recreation Fund Excess	---	\$343,606	---	---	---	\$343,606
Custody Account-Recreation Fund Reserve	---	---	\$73	---	---	\$73
<i><b>State Board</b></i>						
General Fund	\$2,500	---	---	---	---	\$2,500
Recreation	---	\$184,795	---	---	---	\$184,795
Capital Reserve	---	---	\$1,093,307	---	---	\$1,093,307
Due From Capital Reserve Fund	---	\$300	---	---	---	\$300
Due from Other	\$25	\$137	---	---	---	\$162
Due From Middle Village	---	\$6,439	---	---	---	\$6,439
Electric Deposits	---	\$4,583	---	---	---	\$4,583
<b>TOTAL ASSETS</b>	<b>\$117,978</b>	<b>\$993,641</b>	<b>\$1,429,996</b>	<b>\$1,586,411</b>	<b>\$18,629</b>	<b>\$4,146,655</b>
<b>LIABILITIES:</b>						
Accounts Payable	\$1,946	\$45,359	---	---	---	\$47,306
FICA Payable	\$153	---	---	---	---	\$153
Accrued Expenses	---	\$11,369	---	---	---	\$11,369
Due to Rec Fund	---	---	\$300	---	---	\$300
<b>FUND BALANCES:</b>						
Nondspendable	---	\$4,583	---	---	---	\$4,583
Restricted for Debt Service	---	---	---	\$1,586,411	---	\$1,586,411
Restricted for Capital Projects	---	---	---	---	\$18,629	\$18,629
Assigned	---	---	\$1,429,696	---	---	\$1,429,696
Unassigned	\$115,879	\$932,329	---	---	---	\$1,048,208
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>\$117,978</b>	<b>\$993,641</b>	<b>\$1,429,996</b>	<b>\$1,586,411</b>	<b>\$18,629</b>	<b>\$4,146,655</b>

**DOUBLE BRANCH**  
**Community Development District**  
**GENERAL FUND**  
Statement of Revenues & Expenditures  
For The Period Ending July 31, 2022

	AMENDED BUDGET	PRORATED BUDGET THRU 7/31/2022	ACTUAL THRU 7/31/2022	VARIANCE
Assessment - Tax Roll	\$177,890	\$177,890	\$178,354	\$464
Interest Income	\$200	\$167	\$18	(\$149)
<b>TOTAL REVENUES</b>	<b>\$178,090</b>	<b>\$178,057</b>	<b>\$178,372</b>	<b>\$316</b>

**EXPENDITURES:**

**Administrative**

Supervisor Fees	\$12,000	\$10,000	\$9,200	\$800
FICA Expense	\$918	\$765	\$756	\$9
Engineering	\$5,000	\$4,167	\$1,222	\$2,945
Arbitrage	\$700	\$700	\$700	\$0
Dissemination	\$1,600	\$1,333	\$1,250	\$83
Assessment Roll	\$8,212	\$8,212	\$8,212	\$0
Attorney	\$42,000	\$35,000	\$15,789	\$19,211
Annual Audit	\$5,900	\$5,900	\$4,900	\$1,000
Trustee Fees	\$8,815	\$7,346	\$0	\$7,346
Management Fees	\$61,762	\$51,468	\$51,468	(\$0)
Information Technology	\$2,142	\$1,785	\$1,785	\$0
Telephone	\$600	\$500	\$326	\$174
Postage	\$1,900	\$1,583	\$410	\$1,174
Printing & Binding	\$3,000	\$2,500	\$446	\$2,054
Records Storage	\$300	\$250	\$0	\$250
Insurance	\$9,166	\$9,166	\$8,625	\$541
Legal Advertising	\$2,800	\$2,333	\$857	\$1,477
Office Supplies	\$350	\$292	\$12	\$279
Website Compliance	\$2,500	\$2,083	\$2,083	\$0
Dues, Licenses & Subscriptions	\$175	\$175	\$175	\$0
Other Current Charges	\$0	\$0	\$18	(\$18)
Reserve	\$8,250	\$8,250	\$8,250	\$0

<b>TOTAL EXPENDITURES</b>	<b>\$178,090</b>	<b>\$153,809</b>	<b>\$116,483</b>	<b>\$37,325</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$61,889</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$53,990</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$115,879</b>	

**Double Branch**  
**Community Development District**  
 Month by Month Income Statement  
 General Fund

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Assessment - Tax Roll	\$0	\$15,149	\$152,907	\$1,917	\$1,992	\$1,106	\$2,534	\$1,269	\$1,481	\$0	\$0	\$0	\$178,354
Interest Income	\$3	\$2	\$1	\$1	\$1	\$1	\$1	\$2	\$3	\$4	\$0	\$0	\$18
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$3</b>	<b>\$15,151</b>	<b>\$152,908</b>	<b>\$1,918</b>	<b>\$1,993</b>	<b>\$1,107</b>	<b>\$2,534</b>	<b>\$1,271</b>	<b>\$1,484</b>	<b>\$4</b>	<b>\$0</b>	<b>\$0</b>	<b>\$178,372</b>

**Expenditures:**

***Administrative***

Supervisors Fees	\$1,000	\$1,000	\$800	\$1,000	\$800	\$1,000	\$1,000	\$800	\$1,000	\$800	\$0	\$0	\$9,200
FICA Expense	\$77	\$77	\$61	\$77	\$72	\$89	\$89	\$66	\$83	\$66	\$0	\$0	\$756
Engineering	\$0	\$0	\$195	\$0	\$0	\$0	\$0	\$598	\$0	\$429	\$0	\$0	\$1,222
Arbitrage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$700	\$0	\$0	\$0	\$0	\$700
Dissemination	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$0	\$0	\$1,250
Assessment Roll	\$8,212	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,212
Attorney	\$2,766	\$245	\$1,351	\$2,008	\$2,159	\$2,985	\$2,102	\$385	\$1,788	\$0	\$0	\$0	\$15,789
Annual Audit	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000	\$2,900	\$0	\$0	\$4,900
Trustee fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fees	\$5,197	\$5,197	\$5,047	\$5,147	\$5,147	\$5,147	\$5,147	\$5,147	\$5,147	\$5,147	\$0	\$0	\$51,468
Computer Time	\$179	\$179	\$179	\$179	\$179	\$179	\$179	\$179	\$179	\$179	\$0	\$0	\$1,785
Telephone	\$2	\$17	\$55	\$15	\$39	\$66	\$58	\$15	\$8	\$51	\$0	\$0	\$326
Postage	\$184	\$10	\$6	\$8	\$14	\$14	\$5	\$117	\$14	\$37	\$0	\$0	\$410
Printing & Binding	\$64	\$14	\$27	\$10	\$25	\$30	\$28	\$16	\$50	\$183	\$0	\$0	\$446
Records Storage	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$8,625	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,625
Legal Advertising	\$70	\$0	\$139	\$0	\$157	\$70	\$157	\$57	\$139	\$70	\$0	\$0	\$857
Property Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Supplies	\$1	\$1	\$6	\$0	\$1	\$1	\$0	\$1	\$1	\$1	\$0	\$0	\$12
Website Compliance	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$0	\$0	\$2,083
Dues, Licenses, Subscriptions	\$175	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$175
Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,250	\$0	\$0	\$8,250
Other Current Charges	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6	\$7	\$6	\$0	\$0	\$18

**Total Administrative**

	\$26,884	\$7,072	\$8,199	\$8,776	\$8,925	\$9,914	\$9,098	\$8,418	\$10,748	\$18,451	\$0	\$0	\$116,483
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**Excess Revenues (Expenditures)**

	(\$26,881)	\$8,079	\$144,709	(\$6,858)	(\$6,932)	(\$8,807)	(\$6,564)	(\$7,147)	(\$9,264)	(\$18,447)	\$0	\$0	\$61,889
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**DOUBLE BRANCH**  
**Community Development District**  
**RECREATION AND FACILITIES MAINTENANCE**  
Statement of Revenues & Expenditures  
For The Period Ending July 31, 2022

	AMENDED BUDGET	PRORATED BUDGET THRU 7/31/2022	ACTUAL THRU 7/31/2022	VARIANCE
<b>REVENUES:</b>				
Assessments-Tax Roll	\$1,462,648	\$1,462,648	\$1,466,466	\$3,818
Interest Income	\$1,000	\$833	\$878	\$44
Amenities Revenue	\$40,000	\$33,333	\$23,061	(\$10,272)
Sports Revenue	\$13,000	\$13,000	\$18,222	\$5,222
<b>TOTAL REVENUES</b>	<b>\$1,516,648</b>	<b>\$1,509,815</b>	<b>\$1,508,627</b>	<b>(\$1,188)</b>
<b>EXPENDITURES:</b>				
<b><i>Administrative:</i></b>				
Management Fees - Onsite	\$192,766	\$160,638	\$160,638	\$0
Insurance	\$74,118	\$74,118	\$75,451	(\$1,333)
Other Current Charges	\$3,500	\$2,917	\$3,208	(\$292)
Permit Fees	\$1,635	\$1,363	\$1,160	\$203
<b>Total Administrative</b>	<b>\$272,019</b>	<b>\$239,036</b>	<b>\$240,457</b>	<b>(\$1,422)</b>
<b><i>Maintenance:</i></b>				
<b><u>Common Area</u></b>				
Security	\$85,000	\$70,833	\$68,819	\$2,015
Security - Clay County Off-Duty Sheriff	\$43,000	\$35,833	\$38,497	(\$2,663)
Water - Irrigation	\$9,000	\$7,500	\$7,181	\$319
Irrigation Maintenance	\$4,250	\$4,250	\$5,020	(\$770)
Streetlighting	\$33,066	\$27,555	\$23,504	\$4,051
Electric	\$35,000	\$29,167	\$24,754	\$4,413
Landscape Maintenance	\$389,777	\$324,814	\$326,357	(\$1,543)
Common Area Maintenance	\$52,000	\$43,333	\$49,312	(\$5,979)
Lake Maintenance	\$26,840	\$22,367	\$20,700	\$1,667
Repairs and Replacement	\$105,000	\$87,500	\$78,734	\$8,766
<b>Total Common Area</b>	<b>\$782,933</b>	<b>\$653,152</b>	<b>\$642,877</b>	<b>\$10,275</b>
<b><u>Recreation Facility</u></b>				
Amenity Staff	\$118,000	\$118,000	\$121,387	(\$3,387)
Refuse Services	\$10,000	\$10,000	\$10,290	(\$290)
Telephone	\$5,500	\$4,583	\$4,549	\$35
Electric	\$40,000	\$33,333	\$27,956	\$5,377
Cable	\$8,500	\$7,083	\$6,136	\$947
Pool Maintenance	\$40,000	\$33,333	\$23,026	\$10,307
Water / Sewer/Reclaim	\$48,000	\$40,000	\$41,103	(\$1,103)
Facility Maintenance-General	\$50,000	\$41,667	\$37,380	\$4,287
Facility Maintenance-Preventative	\$13,117	\$10,931	\$2,825	\$8,106
Facility Maintenance - Contingency	\$34,750	\$28,958	\$24,537	\$4,421
Lighting Repairs	\$8,500	\$7,083	\$7,048	\$35
Special Events	\$10,500	\$8,750	\$1,671	\$7,079
Office Supplies & Equipment	\$2,000	\$1,667	\$1,141	\$526
Janitorial	\$64,000	\$53,333	\$46,333	\$7,000
Recreation Passes	\$4,000	\$3,333	\$3,494	(\$161)

## DOUBLE BRANCH

Community Development District  
RECREATION AND FACILITIES MAINTENANCE  
Statement of Revenues & Expenditures  
For The Period Ending July 31, 2022

	AMENDED BUDGET	PRORATED BUDGET THRU 7/31/2022	ACTUAL THRU 7/31/2022	VARIANCE
Pool Leak Repairs	\$2,500	\$2,083	\$0	\$2,083
Multiuse Field	\$2,330	\$1,941	\$0	\$1,941
<b>Total Recreation Facility</b>	<b>\$461,697</b>	<b>\$406,081</b>	<b>\$358,876</b>	<b>\$47,204</b>
<b>Total Maintenance</b>	<b>\$1,244,629</b>	<b>\$1,059,233</b>	<b>\$1,001,754</b>	<b>\$57,479</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,516,648</b>	<b>\$1,298,268</b>	<b>\$1,242,211</b>	<b>\$56,058</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$0</b>		<b>\$266,416</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$0</b>		<b>\$670,496</b>	
<b>FUND BALANCE - Ending</b>	<b>\$0</b>		<b>\$936,912</b>	



**Double Branch**  
**Community Development District**  
 Month by Month Income Statement  
 Recreation Fund

	October	November	December	January	February	March	April	May	June	July	August	September	Total
<b>Revenues:</b>													
Assessments-Tax Roll	\$0	\$124,556	\$1,257,230	\$15,761	\$16,378	\$9,095	\$20,831	\$10,437	\$12,177	\$0	\$0	\$0	\$1,466,466
Interest Income	\$31	\$32	\$25	\$27	\$28	\$49	\$72	\$136	\$193	\$286	\$0	\$0	\$878
Amenities Revenue	\$1,497	\$1,167	\$2,373	\$2,285	\$1,741	\$2,284	\$5,519	\$2,157	\$3,566	\$473	\$0	\$0	\$23,061
Sports Revenue	\$0	\$0	\$0	\$2,250	\$0	\$1,175	\$0	\$8,155	\$2,967	\$3,675	\$0	\$0	\$18,222
<b>Total Revenues</b>	<b>\$1,528</b>	<b>\$125,755</b>	<b>\$1,259,627</b>	<b>\$20,324</b>	<b>\$18,146</b>	<b>\$12,603</b>	<b>\$26,422</b>	<b>\$20,885</b>	<b>\$18,903</b>	<b>\$4,434</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,508,627</b>
<b>Expenditures:</b>													
<b>Administrative</b>													
Management Fees - Onsite	\$16,064	\$16,064	\$16,064	\$16,064	\$16,064	\$16,064	\$16,064	\$16,064	\$16,064	\$16,064	\$0	\$0	\$160,638
Insurance	\$75,451	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75,451
Other Current Charges	\$284	\$209	\$446	\$269	\$269	\$249	\$266	\$368	\$415	\$434	\$0	\$0	\$3,208
Permit Fees	\$27	\$27	\$394	\$27	\$27	\$42	\$225	\$0	\$391	\$0	\$0	\$0	\$1,160
<b>Total Administrative</b>	<b>\$91,826</b>	<b>\$16,300</b>	<b>\$16,904</b>	<b>\$16,359</b>	<b>\$16,360</b>	<b>\$16,354</b>	<b>\$16,555</b>	<b>\$16,432</b>	<b>\$16,870</b>	<b>\$16,498</b>	<b>\$0</b>	<b>\$0</b>	<b>\$240,457</b>
<b>MAINTENANCE- Common Area</b>													
Security	\$7,425	\$5,389	\$5,723	\$8,234	\$5,852	\$7,335	\$6,975	\$7,380	\$7,094	\$7,414	\$0	\$0	\$68,819
Security - Clay County Off-Duty Sheriff	\$2,261	\$3,459	\$5,473	\$2,969	\$3,468	\$4,480	\$4,002	\$3,703	\$5,338	\$3,344	\$0	\$0	\$38,497
Water - Irrigation	\$786	\$460	\$441	\$434	\$485	\$1,060	\$1,073	\$873	\$793	\$776	\$0	\$0	\$7,181
Irrigation Maintenance	\$0	\$0	\$1,231	\$0	\$0	\$1,820	\$0	\$0	\$0	\$1,969	\$0	\$0	\$5,020
Streetlighting	\$2,318	\$2,338	\$2,338	\$2,325	\$2,325	\$2,342	\$2,368	\$2,368	\$2,391	\$2,391	\$0	\$0	\$23,504
Electric	\$2,541	\$2,240	\$2,466	\$2,516	\$1,551	\$2,520	\$2,727	\$2,926	\$2,802	\$2,465	\$0	\$0	\$24,754
Landscape Maintenance	\$31,728	\$31,728	\$31,728	\$32,482	\$32,482	\$34,839	\$32,482	\$32,962	\$32,962	\$32,962	\$0	\$0	\$326,357
Common Area Maintenance	\$4,550	\$4,529	\$6,700	\$2,024	\$2,268	\$4,834	\$6,955	\$6,077	\$3,915	\$7,460	\$0	\$0	\$49,312
Lake Maintenance	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$2,070	\$0	\$0	\$20,700
Landscape Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Repairs and Replacement	\$14,880	\$11,980	\$11,102	\$6,925	\$366	\$6,678	\$7,497	\$9,875	\$3,706	\$5,724	\$0	\$0	\$78,734
General Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Common Area</b>	<b>\$68,559</b>	<b>\$64,193</b>	<b>\$69,271</b>	<b>\$59,979</b>	<b>\$50,866</b>	<b>\$67,979</b>	<b>\$66,149</b>	<b>\$68,234</b>	<b>\$61,071</b>	<b>\$66,575</b>	<b>\$0</b>	<b>\$0</b>	<b>\$642,877</b>
<b>Recreation Facility</b>													
Amenity Staff	\$9,677	\$5,104	\$7,523	\$4,676	\$3,502	\$5,407	\$8,436	\$11,152	\$40,639	\$25,271	\$0	\$0	\$121,387
Refuse Service	\$867	\$867	\$867	\$886	\$1,134	\$1,134	\$1,134	\$1,134	\$1,134	\$1,134	\$0	\$0	\$10,290
Telephone	\$477	\$520	\$497	\$496	\$523	\$496	\$496	\$408	\$424	\$212	\$0	\$0	\$4,549
Electric	\$2,641	\$1,715	\$1,675	\$1,775	\$1,481	\$2,229	\$3,126	\$3,910	\$4,813	\$4,591	\$0	\$0	\$27,956
Cable	\$696	\$719	\$719	\$540	\$576	\$577	\$579	\$577	\$576	\$577	\$0	\$0	\$6,136
Pool Maintenance/Chemicals	\$2,107	\$2,107	\$2,307	\$2,307	\$2,307	\$2,307	\$2,307	\$2,307	\$2,483	\$2,483	\$0	\$0	\$23,026
Water/Sewer/Reclaim	\$5,562	\$5,968	\$4,695	\$2,186	\$2,300	\$3,091	\$3,875	\$4,150	\$4,791	\$4,485	\$0	\$0	\$41,103
Facility Maintenance - General	\$3,866	\$4,137	\$3,731	\$3,298	\$2,326	\$3,628	\$4,167	\$4,175	\$0	\$8,052	\$0	\$0	\$37,380
Facility Maintenance - Preventative Contracts	\$155	\$485	\$360	\$155	\$360	\$640	\$515	\$0	\$0	\$155	\$0	\$0	\$2,825

**Double Branch**  
**Community Development District**  
 Month by Month Income Statement  
 Recreation Fund

	October	November	December	January	February	March	April	May	June	July	August	September	Total
Facility Maintenance - Contingency	\$2,895	\$2,891	\$2,765	\$2,667	\$1,640	\$0	\$2,896	\$3,135	\$0	\$5,648	\$0	\$0	\$24,537
Lighting Repairs	\$702	\$706	\$705	\$705	\$703	\$701	\$708	\$711	\$0	\$1,407	\$0	\$0	\$7,048
Special Events	\$328	\$370	\$75	\$0	\$98	\$175	\$148	\$477	\$0	\$0	\$0	\$0	\$1,671
Office Supplies and Equipment	\$156	\$9	\$51	\$187	\$111	\$235	\$154	\$42	\$42	\$153	\$0	\$0	\$1,141
Janitorial	\$4,633	\$4,633	\$4,633	\$4,633	\$4,633	\$4,633	\$4,633	\$4,633	\$4,633	\$4,633	\$0	\$0	\$46,333
Recreation Passes	\$0	\$236	\$1,137	\$0	\$242	\$0	\$0	\$970	\$909	\$0	\$0	\$0	\$3,494
Pool Pump Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pool Leak Repairs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Multiuse Field	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interfund Transfer Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$34,764	\$30,468	\$31,741	\$24,512	\$21,936	\$25,254	\$33,173	\$37,782	\$60,444	\$58,802	\$0	\$0	\$358,876
<b>Total Expenses</b>	\$195,150	\$110,962	\$117,916	\$100,850	\$89,162	\$109,587	\$115,877	\$122,447	\$138,385	\$141,875	\$0	\$0	\$1,242,211
<b>Excess Revenues (Expenditures)</b>	(\$193,622)	\$14,794	\$1,141,711	(\$80,526)	(\$71,016)	(\$96,984)	(\$89,455)	(\$101,562)	(\$119,482)	(\$137,441)	\$0	\$0	\$266,416

# DOUBLE BRANCH

## COMMUNITY DEVELOPMENT DISTRICT DEBT SERVICE FUND

Series 2013 A-1, & 2013 A-2 Special Assessment Bonds  
Statement of Revenues & Expenditures  
For The Period Ending July 31, 2022

	ADOPTED BUDGET	PRORATED THRU 7/31/2022	ACTUAL THRU 7/31/2022	VARIANCE
<b>Revenues:</b>				
Special Assessments - Tax Roll	\$1,961,878	\$1,961,878	\$1,967,938	\$6,060
Interest Income	\$800	\$800	\$2,805	\$2,005
<b>TOTAL REVENUES</b>	<b>\$1,962,678</b>	<b>\$1,962,678</b>	<b>\$1,970,744</b>	<b>\$8,065</b>
<b>Expenditures:</b>				
<b>Series 2013 A-1</b>				
Interest Expense - 11/1	\$353,312	\$353,312	\$353,312	\$0
Interest Expense - 5/1	\$353,312	\$353,312	\$353,312	\$0
Principal Expense 5/1	\$1,045,000	\$1,045,000	\$1,045,000	\$0
<b>Series 2013 A-2</b>				
Interest Expense - 11/1	\$49,738	\$49,738	\$49,738	\$0
Interest Expense - 5/1	\$49,738	\$49,738	\$49,738	\$0
Principal Expense 5/1	\$90,000	\$90,000	\$90,000	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$1,941,099</b>	<b>\$1,941,099</b>	<b>\$1,941,099</b>	<b>\$0</b>
EXCESS REVENUES (EXPENDITURES)	\$21,579		\$29,645	
<b>Net change in Fund Balance</b>	<b>\$21,579</b>		<b>\$29,645</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$687,628</b>		<b>\$1,556,766</b>	
<b>FUND BALANCE - Ending</b>	<b>\$709,207</b>		<b>\$1,586,411</b>	

Revenue	\$621,701
Reserve 2013-1	\$868,932
Reserve 2013-2	\$95,634
Prepayment	\$144
Assessments Receivable	\$0
<b>Total</b>	<b>\$1,586,411</b>

**DOUBLE BRANCH**  
**Community Development District**  
**Capital Reserve Fund**  
Statement of Revenues & Expenditures  
For The Period Ending July 31, 2022

	AMENDED BUDGET	PRORATED THRU 7/31/2022	ACTUAL THRU 7/31/2022	VARIANCE
<b><u>REVENUES:</u></b>				
Interest Income	\$2,000	\$2,000	\$4,812	\$2,812
General Fund Reserve- Transfer in	\$8,250	\$8,250	\$8,250	\$0
<b>TOTAL REVENUES</b>	<b>\$10,250</b>	<b>\$10,250</b>	<b>\$13,062</b>	<b>\$2,812</b>
<b><u>EXPENDITURES:</u></b>				
Landscape Reserves	\$10,000	\$8,333	\$0	\$8,333
Capital Projects	\$200,000	\$166,667	\$9,760	\$156,907
<b>TOTAL EXPENDITURES</b>	<b>\$210,000</b>	<b>\$175,000</b>	<b>\$9,760</b>	<b>\$165,240</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>(\$199,750)</b>		<b>\$3,302</b>	
<b>FUND BALANCE - Beginning</b>	<b>\$1,238,762</b>		<b>\$1,426,393</b>	
<b>FUND BALANCE - Ending</b>	<b>\$1,039,012</b>		<b>\$1,429,696</b>	

**DOUBLE BRANCH**  
**Community Development District**  
**CAPITAL PROJECTS FUND**  
Statement of Revenues & Expenditures  
For The Period Ending July 31, 2022

	SERIES 2013 A-1 AND A-2
<b><u>REVENUES:</u></b>	
Interest Income	\$29
<b>TOTAL REVENUES</b>	<b>\$29</b>
<b><u>EXPENDITURES:</u></b>	
Capital Outlay - Series 2013 A1 and A2	\$0
Cost of Issuance	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$29</b>
<b>FUND BALANCE - Beginning</b>	<b>\$18,600</b>
<b>FUND BALANCE - Ending</b>	<b>\$18,629</b>

**Double Branch**  
**Community Development District**  
**Long Term Debt Report**

<b>Series 2013 A-1 Special Assessment Refunding Bonds</b>	
Interest Rate:	1.3%-4.25%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$868,932
Reserve Fund Balance:	\$868,932
Bonds outstanding - 9/30/2013	\$24,850,000
Less: November 1, 2013	\$0
Less: May 1, 2014 (Mandatory)	(\$860,000)
Less: May 1, 2015 (Mandatory)	(\$875,000)
Less: May 2, 2016 (Mandatory)	(\$890,000)
Less: May 2, 2017 (Mandatory)	(\$910,000)
Less: May 1, 2018 (Mandatory)	(\$930,000)
Less: May 1, 2019 (Mandatory)	(\$955,000)
Less: May 1, 2020 (Mandatory)	(\$980,000)
Less: May 1, 2021 (Mandatory)	(\$1,015,000)
Less: May 1, 2022 (Mandatory)	(\$1,045,000)
<b>Current Bonds Outstanding</b>	<b>\$16,390,000</b>

<b>Series 2013 A-2 Special Assessment Refunding Bonds</b>	
Interest Rate:	5.750%
Maturity Date:	5/1/34
Reserve Fund Definition:	50% Max Annual on Outstanding
Reserve Fund Requirement:	\$95,634
Reserve Fund Balance:	\$95,634
Bonds outstanding - 9/30/2013	\$2,900,000
Less: November 1, 2013 (Prepayment)	(\$145,000)
Less: May 1, 2014 (Mandatory)	(\$75,000)
Less: November 1, 2014 (Prepayment)	(\$75,000)
Less: May 1, 2015 (Mandatory)	(\$75,000)
Less: May 1, 2015 (Prepayment)	(\$45,000)
Less: November 1, 2015 (Prepayment)	(\$50,000)
Less: May 2, 2016 (Mandatory)	(\$75,000)
Less: May 2, 2016 (Prepayment)	(\$35,000)
Less: November 1, 2016 (Prepayment)	(\$55,000)
Less: May 2, 2017 (Mandatory)	(\$75,000)
Less: May 2, 2017 (Prepayment)	(\$5,000)
Less: May 1, 2018 (Mandatory)	(\$80,000)
Less: May 1, 2018 (Prepayment)	(\$5,000)
Less: November 1, 2018 (Prepayment)	(\$105,000)
Less: May 1, 2019 (Mandatory)	(\$80,000)
Less: May 2, 2019 (Prepayment)	(\$10,000)
Less: November 1, 2019 (Prepayment)	(\$10,000)
Less: May 1, 2020 (Mandatory)	(\$80,000)
Less: May 2, 2020 (Prepayment)	(\$5,000)
Less: May 1, 2021 (Mandatory)	(\$85,000)
Less: May 1, 2022 (Mandatory)	(\$90,000)
<b>Current Bonds Outstanding</b>	<b>\$1,640,000</b>

*C.*

## DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT

### Fiscal Year 2022 Assessments Receipts Summary

ASSESSED	# UNITS ASSESSED	SERIES 2013A DEBT SERVICE ASSESSED	GENERAL FUND O&M ASSESSED	RECREATION FUND O&M ASSESSED	TOTAL ASSESSED
NET TAX ROLL ASSESSED NET	45,481	1,961,878.15	177,805.17	1,461,950.50	3,601,633.81
<b>TOTAL ASSESSED</b>	<b>45,481</b>	<b>1,961,878.15</b>	<b>177,805.17</b>	<b>1,461,950.50</b>	<b>3,601,633.81</b>

SUMMARY OF TAX ROLL RECEIPTS					
CLAY COUNTY DISTRIBUTION	DATE RECEIVED	TOTAL RECEIVED	SERIES 2013A DEBT SERVICE RECEIVED	GENERAL FUND O&M RECEIPTS	RECREATION FUND O&M RECEIPTS
1	11/10/21	91,094.46	49,620.88	4,497.14	36,976.44
2	11/24/21	215,759.76	117,528.43	10,651.61	87,579.72
3	12/06/21	3,019,227.33	1,644,630.31	149,052.97	1,225,544.05
4	12/20/21	78,060.15	42,520.84	3,853.67	31,685.64
5	01/13/22	38,829.60	21,151.22	1,916.94	15,761.44
6	02/11/22	40,349.08	21,978.91	1,991.95	16,378.22
7	03/11/22	22,407.28	12,205.67	1,106.20	9,095.41
8	04/14/22	51,319.23	27,954.56	2,533.52	20,831.15
9	05/19/22	25,712.34	14,006.00	1,269.36	10,436.98
10	06/06/22	2,848.58	1,551.68	140.63	1,156.27
TAX CERTS	06/14/22	27,151.50	14,789.94	1,340.41	11,021.15
			-	-	-
			-	-	-
			-	-	-
			-	-	-
<b>TOTAL TAX ROLL RECEIPTS</b>		<b>3,612,759.31</b>	<b>1,967,938.44</b>	<b>178,354.40</b>	<b>1,466,466.47</b>

PERCENT COLLECTED	TOTAL	DEBT	O&M
<b>TOTAL PERCENT COLLECTED</b>	<b>100.31%</b>	<b>100.31%</b>	<b>100.31%</b>



*D.*

# Double Branch

## Community Development District

### Check Run Summary

August 31, 2022

Fund	Date	Check No.	Amount
<b>General Fund</b>			
Accounts Payable	8/1/22	1709	\$ 1,026.50
	8/12/22	1710-1714	\$ 25,797.76
	8/22/22	1715	\$ 902.00
		<b>Sub-Total</b>	<b>\$ 27,726.26</b>
<b>Recreation Fund</b>			
Accounts Payable	8/1/22	7067-7069	\$ 8,468.77
	8/12/22	7070-7082	\$ 38,826.36
	8/22/22	7083-7090	\$ 18,592.51
	8/29/22	7091-7095	\$ 1,930.00
		<b>Sub-Total</b>	<b>\$ 67,817.64</b>
<b>Capital Reserve Fund</b>			
Accounts Payable			\$ -
		<b>Sub-Total</b>	<b>\$ -</b>
<b>Total</b>			<b>\$ 95,543.90</b>

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT
8/01/22	00023	6/06/22	203191	202205	310-51300-31100			ENGLAND-THIMS & MILLER, INC.	*	597.50	
					STORM H2O ANALYSIS						
7/11/22		203613	202207	310-51300-31100					*	195.00	
					PROFESSIONAL SRVS THRU 7/2						
7/11/22		203614	202207	310-51300-31100					*	234.00	
					STORM H2O ANALYSIS						
8/12/22	00051	8/05/22	144309	202208	310-51300-42500				*	1,459.28	
					FY23 INCRSD ASMT MAIL NTC						
8/05/22		144309	202208	310-51300-42000					*	1,416.45	
					POSTAGE						
8/12/22	00108	8/03/22	08032022	202208	310-51300-55000			ADVANCED DIRECT MARKETING SERVICES	*	8,250.00	2,875.73 001710
					FY22 CAPITAL RESERVE FUND						
8/12/22	00035	8/01/22	2280	202208	310-51300-34000			DOUBLE BRANCH CDD CAPITAL RESERVE	*	5,146.83	8,250.00 001711
					AUG MANAGEMENT FEES						
8/01/22		2280	202208	310-51300-52000					*	208.33	
					AUG WEBSITE ADMIN						
8/01/22		2280	202208	310-51300-35100					*	178.50	
					AUG INFORMATION TECH						
8/01/22		2280	202208	310-51300-31300					*	125.00	
					AUG DISSEM AGENT SERVICES						
8/01/22		2280	202208	310-51300-51000					*	6.52	
					OFFICE SUPPLIES						
8/01/22		2280	202208	310-51300-42000					*	23.43	
					POSTAGE						
8/01/22		2280	202208	310-51300-42500					*	55.80	
					COPIES						
8/01/22		2280	202208	310-51300-41000					*	42.82	
					TELEPHONE						
8/12/22	00111	7/28/22	22-00235	202207	310-51300-48000			GOVERNMENTAL MANAGEMENT SERVICES	*	69.50	5,787.23 001712
					NOTICE OF MEETING BOS7/28						
8/12/22	00042	3/25/22	6472344	202208	310-51300-32300			JACKSONVILLE DAILY RECORD	*	7,631.25	69.50 001713
					SE2013A1&A2 TRUSTEE FY22						
3/25/22		6472344	202208	310-51300-32300					*	550.00	
					SE2013A1&A2 PAYING AGENT						
3/25/22		6472344	202208	310-51300-32300					*	634.05	
					INCIDENTAL AGENT						
					U.S. BANK						8,815.30 001714

DBBR DOUBLE BRANCH OKUZMUK

\*\*\* CHECK DATES 08/01/2022 - 08/31/2022 \*\*\*  
 DOUBLE BRANCH - GENERAL FUND  
 BANK A GENERAL FUND

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
8/22/22	00111	8/18/22	22	00248	202208	310	51300-48000	JACKSONVILLE DAILY RECORD	*	902.00	902.00 001715
NTC OF MTG BUDGET ADOPT											
TOTAL FOR BANK A										27,726.26	
TOTAL FOR REGISTER										27,726.26	

DBBR DOUBLE BRANCH OKUZMUK



VISION • EXPERIENCE • RESULTS

Double Branch CDD  
c/o GMS, L.L.C.  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

June 06, 2022  
Project No: 01149.33000  
Invoice No: 0203191

Project 01149.33000 Double Branch CDD-State Mandated Storm Water Analysis (20 years)  
(WA#20A)

**Professional Services rendered through May 31, 2022**

Phase 01 State Mandated Storm Water Analysis

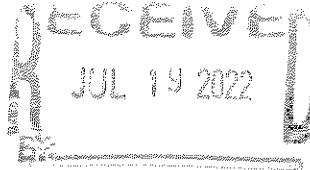
**Professional Personnel**

		Hours	Rate	Amount
Engineer				
Keller, Lyndsay	5/14/2022	2.50	165.00	412.50
Engineering/Landscape Designer				
Winfrey, William	5/14/2022	1.00	140.00	140.00
Administrative Support				
Blair, Shelley	5/7/2022	.50	90.00	45.00
Totals		4.00		597.50
<b>Total Labor</b>				<b>597.50</b>

	Current	Prior	To-Date
Total Billings	597.50	0.00	597.50
Estimated Budget			10,000.00
Remaining			9,402.50
<b>Total this Phase</b>			<b>\$597.50</b>

Phase	XP	Expenses	Total this Phase
			0.00
<b>Invoice Total this Period</b>			<b>\$597.50</b>

1,310,573.311  
23A



**England-Thims & Miller, Inc.**

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
1475 Old St. Augustine Road • Jacksonville, Florida 32228 • tel 904-642-8990 • fax 904-648-9485  
CA-0000284 LC-0000316





VISION • EXPERIENCE • RESULTS

Double Branch CDD  
c/o GMS, LLC  
475 West Town Place, Suite 114  
St. Augustine, FL 32092

July 11, 2022  
Project No: 01149.32000  
Invoice No: 0203613

Project 01149.32000 Double Branch CDD - 2014/2015 General Consulting Engineering Services (WA#18A)

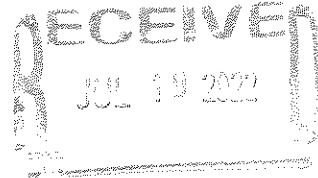
Work Description: Inspection for Annual Report

**Professional Services rendered through July 2, 2022**

**Professional Personnel**

	Hours	Rate	Amount
Principal - Vice President	1.00	195.00	195.00
Totals	1.00		195.00
<b>Total Labor</b>			<b>195.00</b>

**Invoice Total this Period \$195.00**



23A  
1,310,573.311

**England-Thims & Miller, Inc.**

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
1475 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8990 • fax 904-648-9465  
CA-90002584 LC-9000316



# Billing Backup

Monday, July 11, 2022

ENGLAND-THIMS AND MILLER, INC.

Invoice 0203613 Dated 7/11/2022

6:50:32 AM

Project 01149.32000 Double Branch CDD - 2014/2015 General Consulting Engineering Services (WA#18A)

## Professional Personnel

			Hours	Rate	Amount	
Principal - Vice President						
23320	Ma, Ka Tai	7/2/2022	1.00	195.00	195.00	
	Totals		1.00		195.00	
	<b>Total Labor</b>					<b>195.00</b>
				<b>Total this Project</b>		<b>\$195.00</b>
				<b>Total this Report</b>		<b>\$195.00</b>

### England-Thims & Miller, Inc.

ENGINEERS • PLANNERS • SURVEYORS • GIS • LANDSCAPE ARCHITECTS  
1475 Old St. Augustine Road • Jacksonville, Florida 32258 • tel 904-642-8990 • fax 904-646-9485  
CA-00002584 LC-0000116



Double Branch CDD  
 c/o GMS, L.L.C.  
 475 West Town Place, Suite 114  
 St. Augustine, FL 32092

July 11, 2022  
 Project No: 01149.33000  
 Invoice No: 0203614

Double Branch CDD-State Mandated Storm Water Analysis (20 years)  
 (WA#20A)

Project 01149.33000  
Professional Services rendered through July 2, 2022

Phase 01 State Mandated Storm Water Analysis

**Professional Personnel**

		Hours	Rate	Amount
Vice President				
Ma, Ka Tai	6/18/2022	.75	257.00	192.75
Engineer				
Keller, Lyndsay	6/4/2022	.25	165.00	41.25
Totals		1.00		234.00
<b>Total Labor</b>				<b>234.00</b>

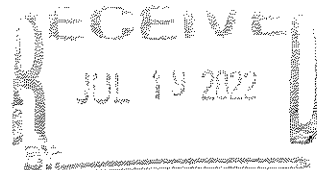
	Current	Prior	To-Date
Total Billings	234.00	597.50	831.50
Estimated Budget			10,000.00
Remaining			9,168.50
<b>Total this Phase</b>			<b>\$234.00</b>

Phase XP Expenses **Total this Phase 0.00**

**Invoice Total this Period \$234.00**

**Outstanding Invoices**

Number	Date	Balance
0203191	6/6/2022	597.50
<b>Total</b>		<b>597.50</b>



23A  
 1,310.573.311 ✓



# Advanced Direct Marketing Services

3733 Adirof Rd.  
 Jacksonville, FL 32207-4719  
 (V) 904.396.3028 (F) 396.6328  
 E-mail jim@adm-service.com

## Invoice

DATE	INVOICE #
8/5/2022	144309

### BILL TO

Double Branch CDD  
 475 West Town Place  
 Suite 114  
 St Augustine, FL 32092

SERVICE DESCRIPTION	P.O. NO.	TERMS	PROJECT
		With Order	
	QTY	RATE	AMOUNT
Double Branch CDD			
Load, read, convert files; CASS Certify addresses to enable automation based postage rates; Create automation based sack/tray tags & postal documents; format for laser imaging	2,485	0.03018	75.00
Form layout and preparation for merge imaging	1	37.50	37.50
Laser one sheet front & back	2,485	0.215	534.28
Fold customer materials	2,485	0.04288	106.56
Customer single color #10 window envelopes	2,485	0.18908	469.86
Insert one piece into #10 envelope, seal, prep & deliver to BMEU JAX	2,485	0.095	236.08
Postage	2,485	0.57	1,416.45
51A			
FY23 Mailed Notices = 1.310.51300.425000 = \$1,459.28			
Postage = 1.310.51300.42000 = \$1,416.45			
<b>Subtotal</b>			\$2,875.73
<b>Sales Tax (7.5%)</b>			\$0.00
<b>Total</b>			\$2,875.73



**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2280

Invoice Date: 8/1/22

Due Date: 8/1/22

Case:

P.O. Number:

**Bill To:**

Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

357A

Description	Hours/Qty	Rate	Amount
General Fund - Management Fees - August 2022	1,310.513.340	5,146.83	5,146.83
Website Administration - August 2022	520	208.33	208.33
Information Technology - August 2022	351	178.50	178.50
Dissemination Agent Services - August 2022	313	125.00	125.00
Office Supplies	510	6.52	6.52
Postage	420	23.43	23.43
Copies	425	55.80	55.80
Telephone	410	42.82	42.82

**Total** \$5,787.23

**Payments/Credits** \$0.00

**Balance Due** \$5,787.23

# Jacksonville Daily Record

*A Division of*  
**DAILY RECORD & OBSERVER, LLC**

P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

July 28, 2022

Date

Attn: Courtney Hogge  
GMS, LLC  
475 WEST TOWN PLACE, STE 114  
SAINT AUGUSTINE FL 32092

Payment Due Upon Receipt

Serial # <u>22-00235C</u>	PO/File # _____	\$69.50
Notice of Meeting of the Board of Supervisors		<b>Publication Fee</b>
_____		
Double Branch Community Development District		<b>Amount Paid</b>
_____		\$69.50
		<b>Payment Due</b>
Case Number _____		
Publication Dates <u>7/28</u>		
County <u>Clay</u>		

For your convenience, you may remit payment online at [www.jaxdailyrecord.com/send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being mailed, please reference the **Serial #** from this invoice on your check or remittance advice.

*Payment is due before  
the Proof of Publication  
is released.*

1.310.573.480  
111A

Your notice can be found at [www.jaxdailyrecord.com](http://www.jaxdailyrecord.com)

TERMS: Net 30 days. Past due amounts will be charged a finance charge of 1.5% per month.

**Preliminary Proof Of Legal Notice  
(This is not a proof of publication.)**

*Please read copy of this advertisement and advise us of any necessary corrections before further publications.*

**DOUBLE BRANCH  
COMMUNITY  
DEVELOPMENT DISTRICT  
NOTICE OF MEETING OF  
THE BOARD OF  
SUPERVISORS**

Notice is hereby given that the Board of Supervisors of the Double Branch Community Development District is scheduled to be meet on **Monday, August 15, 2022**, at 4:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida 32065.

The meeting is open to the public and will be conducted in accordance with the provisions of Florida Law for Community Development Districts. An electronic copy of the agenda for this meeting may be obtained from the District Manager, 475 West Town Place, Suite 114, St. Augustine, Florida 32092 (and phone (904) 940-5850) and on the District's website at [www.DoubleBranchCDD.com](http://www.DoubleBranchCDD.com). This meeting may be continued to a date, time, and place to be specified on the record at the meeting. There may be occasions when one or more Supervisors will participate by telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

A person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

Marilee Giles  
District Manager

Jul. 28 00 (22-00235C)



Corporate Trust Services  
 EP-MN-WN3L  
 60 Livingston Ave.  
 "Copy of Previously Printed Invoice"

Invoice Number: 6472344  
 Invoice Date: 03/25/2022  
 Account Number: 202941000  
 Direct Inquiries To: STACEY JOHNSON  
 Phone: 407-835-3805

**DOUBLE BRANCH COMMUNITY DEVELOPMENT  
 DISTRICT  
 (CLAY COUNTY, FLORIDA) SPECIAL ASSESSMENT  
 REFUNDING  
 BONDS SERIES 2013A-1 & 2013A-2**

Accounts Included	202941000	202941001	202941002	202941003	202941004	202941005
In This Relationship:	202941006	202941007	202941008	202941009	202941010	202941011

**CURRENT CHARGES SUMMARIZED FOR ENTIRE RELATIONSHIP**

Detail of Current Charges	Volume	Rate	Portion of Year	Total Fees
04200 Trustee	1.00	7,631.25	100.00%	\$7,631.25
04120 Paying Agent	1.00	550.00	100.00%	\$550.00
<b>Subtotal Administration Fees - In Advance 03/01/2022 - 02/28/2023</b>				<b>\$8,181.25</b>
Incidental Expenses 03/01/2022 to 02/28/2023	8,181.25	0.0775		\$634.05
<b>Subtotal Incidental Expenses</b>				<b>\$634.05</b>
<b>TOTAL AMOUNT DUE</b>				<b>\$8,815.30</b>

42A  
 SE 2013 A1 & A2 Trustee FY 22 = 1,310,513.323  
 I.E. = \$634.05 = 1,310,513.32300



Corporate Trust Services  
 EP-MN-WN3L  
 60 Livingston Ave.  
 St. Paul, MN 55107

"Copy of Previously Printed Invoice" Invoice Number: 6472344  
 Account Number: 202941000  
 Invoice Date: 03/25/2022  
 Direct Inquiries To: STACEY JOHNSON  
 Phone: 407-835-3805

GOVERNMENTAL MANAGEMENT SERVICES  
 CENTRAL FLORIDA  
 475 WEST TOWN PLACE SUITE 114  
 WORLD GOLF VILLAGE  
 ST AUGUSTINE FL 32092

RECEIVED AUG 03 2022

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
 (CLAY COUNTY, FLORIDA) SPECIAL ASSESSMENT REFUNDING  
 BONDS SERIES 2013A-1 & 2013A-2**

The following is a statement of transactions pertaining to your account. For further information, please review the attached.

**STATEMENT SUMMARY**

**PLEASE REMIT BOTTOM COUPON PORTION OF THIS PAGE WITH CHECK PAYMENT OF INVOICE.**

TOTAL AMOUNT DUE \$8,815.30

All invoices are due upon receipt.

Please detach at perforation and return bottom portion of the statement with your check, payable to U.S. Bank.

**DOUBLE BRANCH COMMUNITY DEVELOPMENT  
 DISTRICT  
 (CLAY COUNTY, FLORIDA) SPECIAL ASSESSMENT  
 REFUNDING  
 BONDS SERIES 2013A-1 & 2013A-2**

Invoice Number:	6472344
Account Number:	202941000
Current Due:	\$8,815.30
Direct Inquiries To:	STACEY JOHNSON
Phone:	407-835-3805

Wire Instructions:  
 U.S. Bank  
 ABA # 091000022  
 Acct # 1-801-5013-5135  
 Trust Acct # 202941000  
 Invoice # 6472344  
 Attn: Fee Dept St. Paul

Please mail payments to:  
 U.S. Bank  
 CM-9690  
 PO BOX 70870  
 St. Paul, MN 55170-9690

# Jacksonville Daily Record

*A Division of*  
**DAILY RECORD & OBSERVER, LLC**

P.O. Box 1769  
Jacksonville, FL 32201  
(904) 356-2466

## INVOICE

August 18, 2022

Date

Attn: Courtney Hogge  
GMS, LLC  
475 WEST TOWN PLACE, STE 114  
SAINT AUGUSTINE FL 32092

---

Serial # <u>22-00248C</u>	PO/File # _____	<u>\$902.00</u>
Notice of Public Hearing to Consider the Adoption of the Fiscal Year 2022/2023 Budget, etc., et al.		<b>Payment Due</b>
Double Branch Community Development District		<u>\$902.00</u>
Case Number _____		<b>Publication Fee</b>
Publication Dates <u>8/18,25</u>		<b>Amount Paid</b>
County <u>Clay</u>		

*Payment is due before  
the Proof of Publication  
is released.*

**Payment Due Upon Receipt**  
For your convenience, you  
may remit payment online at  
[www.jaxdailyrecord.com/  
send-payment](http://www.jaxdailyrecord.com/send-payment).

If your payment is being  
mailed, please reference  
**Serial # 22-00248C** on your  
check or remittance advice.

1,310,573.480  
111A

**Your notice can be found at [www.jaxdailyrecord.com](http://www.jaxdailyrecord.com)**

Terms: Net 30 days from date of invoice. Past due items will accrue a finance charge of 1.5% per month thereafter.  
Please remit any payment due upon receipt of this invoice.



**Preliminary Proof Of Legal Notice  
(This is not a proof of publication.)**

*Please read copy of this advertisement and advise us of any necessary corrections before further publications.*

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
NOTICE OF PUBLIC HEARING TO CONSIDER THE ADOPTION OF THE FISCAL YEAR 2022/2023 BUDGET; NOTICE OF PUBLIC HEARING TO CONSIDER THE IMPOSITION OF OPERATIONS AND MAINTENANCE SPECIAL ASSESSMENTS, ADOPTION OF AN ASSESSMENT ROLL, AND THE LEVY, COLLECTION, AND ENFORCEMENT OF THE SAME; AND NOTICE OF REGULAR BOARD OF SUPERVISORS' MEETING.**

**Upcoming Public Hearings, and Regular Meeting**

The Board of Supervisors ("Board") for the Double Branch Community Development District ("District") will hold the following two public hearings and a regular meeting:

DATE: September 12, 2022  
 TIME: 6:00 p.m.  
 LOCATION: Plantation Oaks Amenity Center  
 845 Oakleaf Plantation Parkway  
 Orange Park, Florida 32065

The first public hearing is being held pursuant to Chapter 190, *Florida Statutes*, to receive public comment and objections on the District's proposed budget ("Proposed Budget") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("Fiscal Year 2022/2023"). The second public hearing is being held pursuant to Chapters 190 and 197, *Florida Statutes*, to consider the imposition of operations and maintenance special assessments ("O&M Assessments") upon the lands located within the District, to fund the Proposed Budget for Fiscal Year 2022/2023; to consider the adoption of an assessment roll; and, to provide for the levy, collection, and enforcement of assessments. At the conclusion of the hearings, the Board will, by resolution, adopt a budget and levy O&M Assessments as finally approved by the Board. A Board meeting of the District will also be held where the Board may consider any other District business.

**Description of Assessments**

The District imposes O&M Assessments on benefited property within the District for the purpose of funding the District's general administrative, operations, and maintenance budget. A geographic depiction of the property potentially subject to the proposed O&M Assessments is identified in the map attached hereto. The table below shows the schedule of the proposed O&M Assessments, which are subject to change at the hearing:

Land Use	Total # of Units / Acres	EAU Factor	Proposed O&M Assessment (including collection costs / early payment discounts)
Single Family	2,205	1	\$894.24
Multi Family	276	.72	\$646.13
Village Center Retail	8,000	.002	\$1.35 / square foot
Village Center Office	35,000	.001	\$0.61 / square foot

The proposed O&M Assessments as stated include collection costs and/or early payment discounts, which Clay County ("County") may impose on assessments that are collected on the County tax bill. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the "maximum rate" authorized by law for O&M Assessments, such that no assessment hearing shall be held or notice provided in future years unless the assessments are proposed to be increased or another criterion within Section 197.3632(4), *Florida Statutes*, is met. Note that the O&M Assessments do not include any debt service assessments previously levied by the District and due to be collected for Fiscal Year 2022/2023.

For Fiscal Year 2022/2023, the District intends to have the County tax collector collect the assessments imposed on all benefited property. It is important to pay your assessment because failure to pay will cause a tax certificate to be issued against the property which may result in loss of title, or for direct billed assessments, may result in a foreclosure action, which also may result in a loss of title. The District's decision to collect assessments on the tax roll or by direct billing does not preclude the District from later electing to collect those or other assessments in a different manner at a future time.

**Additional Provisions**

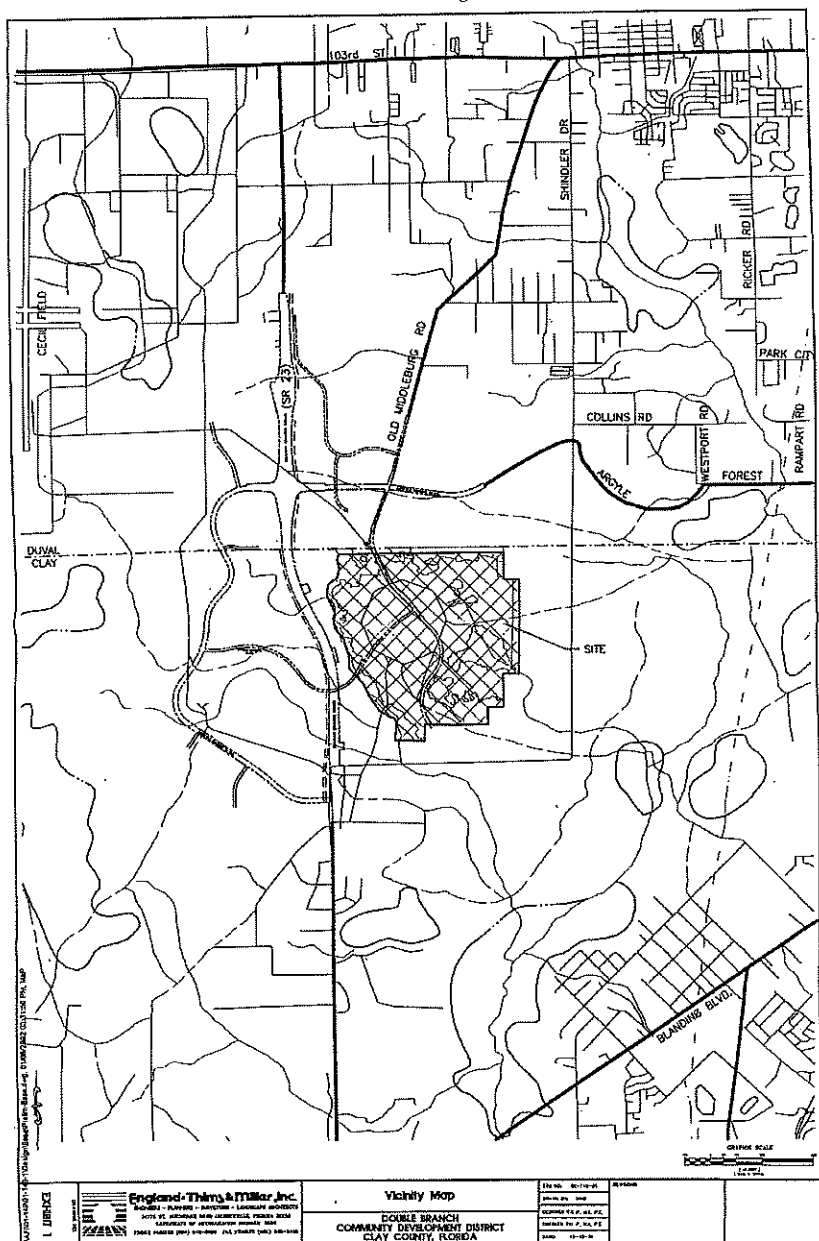
The public hearings and meeting are open to the public and will be conducted in accordance with the provisions of Florida law. A copy of the Proposed Budget, proposed assessment roll, and the agenda for the hearings and meeting may be obtained at the offices of the District Manager, located at 475 West Town Place, Suite 114, St. Augustine, Florida 32092, Ph: (904) 940-5850 ("District Manager's Office"), during normal business hours. The public hearings and meeting may be continued to a date, time, and place to be specified on the record at the hearings or meeting. There may be occasions when staff or board members may participate by speaker telephone.

Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Manager's Office at least forty-eight (48) hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY) / 1-800-955-8770 (Voice), for aid in contacting the District Manager's Office.

Please note that all affected property owners have the right to appear at the public hearings and meeting, and may also file written objections with the District Manager's Office within twenty days of publication of this notice. Each person who decides to appeal any decision made by the Board with respect to any matter considered at the public hearings or meeting is advised that person will need a record of proceedings and that

accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

District Manager



	<b>England-Thiry &amp; Miller, Inc.</b> Surveyors - Planners - Engineers - Landscape Architects 1001 W. UNIVERSITY BLVD. SUITE 2000, PALM BEACH, FLORIDA 33480 TELEPHONE (561) 855-1100 FAX (561) 855-1101	<b>Project:</b> VICTORY <b>Date:</b> 08-18-25
	<b>Project:</b> VICTORY <b>Date:</b> 08-18-25	<b>Client:</b> DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT CLAY COUNTY, FLORIDA

Aug. 18/25

00 (22-00248C)

\*\*\* CHECK DATES 08/01/2022 - 08/31/2022 \*\*\* DOUBLE BRANCH - REC FUND BANK B RECREATION FUND

CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... #
8/01/22	00324	7/13/22	45951	202207	320-57200-46610			PAULA'S PEST CONTROL, INC	*	155.00	155.00 007067
8/01/22	00672	3/08/22	7678	202203	320-57200-35100			PRESSURE RPLC BY BILTMORE	*	1,819.98	
3/22/22	7742	202203	320-57200-63100					OAKS WIRE TRACING & RPR	*	1,925.00	
7/21/22	8797	202207	320-57200-63100					PINE RMVL, TREE RMVL	*	1,175.00	
7/21/22	8798	202207	320-57200-35100					6" MAINLINE LEAK	*	1,968.88	
7/25/22	8814	202207	320-57200-63100					OAKS PARK-SMALL TREE RMVL	*	1,272.00	
7/07/22	16674846	202207	330-57200-50000					MTR USGE MTR1 3/30-6/30	*	102.60	
7/07/22	16674847	202207	330-57200-50000					BASE CHARGE 7/1-7/30/2022	*	50.31	
7/28/22	00699	07282022	202207	300-36900-10300				XEROX CORPORATION	*	100.00	152.91 007069
7/19/22	00092	7/19/22	2279	202207	320-57200-46600			CRYSTAL CONNER	*	3,931.00	
7/19/22	2279	FAC GROUND MAINT 6/1-6/30							*	2,795.00	
7/19/22	2279	FAC MAINT CONT 6/1-6/30							*	705.00	
7/19/22	2279	LIGHT REPAIRS							*	2,123.00	
7/19/22	2279	FAC MAINT 6/1-6/30							*	3,291.18	
8/01/22	2281	FAC MAINT COMMON 6/1-6/30							*	16,063.83	
8/05/22	2282	AUG FAC MANAGEMENT							*	746.25	
7/29/22	00909	07292022	202207	300-36900-10300				GOVERNMENTAL MANAGEMENT SERVICES	*	100.00	29,655.26 007071
7/29/22	00909	RENTAL DEPOSIT REFUND							*	100.00	100.00 007072

DBBR DOUBLE BRANCH OKUZMUK

\*\*\* CHECK DATES 08/01/2022 - 08/31/2022 \*\*\* DOUBLE BRANCH - REC FUND BANK B RECREATION FUND

CHECK DATE	VEND#	INVOICE DATE	INVOICE YRMO	DPT ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... #
8/12/22	00910	7/29/22	09292022	202207	300-36900-10300		JASON CRAIG	*	100.00	100.00 007073
8/12/22	00911	7/29/22	07292022	202207	300-36900-10300		JESSICA VICK	*	100.00	100.00 007074
8/12/22	00912	8/02/22	08022022	202208	300-36900-10300		LUISA CORTEZ	*	100.00	100.00 007075
8/12/22	00913	7/29/22	07292022	202208	300-36900-10300		PATRICIA EMMANUELLI	*	100.00	100.00 007076
8/12/22	00186	8/01/22	13129560	202208	320-57200-46300		POOLSURE	*	2,483.36	2,483.36 007077
8/12/22	00914	8/02/22	08022022	202208	300-36900-10300		RACHEL DAY	*	100.00	100.00 007078
8/12/22	00297	7/29/22	323	202207	320-57200-46400		PRESS WASHING THR 7/2022	*	880.00	
		8/01/22	322	202208	320-57200-61000		AUG JANITORIAL SERVICES	*	4,633.33	
8/12/22	00915	7/28/22	07282022	202207	300-36900-10300		RIVERSIDE MANAGEMENT SERVICES, INC	*	100.00	5,513.33 007079
8/12/22	00843	8/02/22	08022022	202208	300-36900-10300		ROBERT MANNING	*	100.00	100.00 007080
8/12/22	00897	7/25/22	03046892	202110	310-51300-31000		STEPHANIE SMITH	*	274.41	100.00 007081
			030468920	YE12/31/19	F940		UNITED STATES TREASURY	*	274.41	274.41 007082
8/22/22	00904	8/16/22	08162022	202208	300-36900-10300		ASHLEY GRANT	*	50.00	274.41 007083

DBBR DOUBLE BRANCH OKUZMUK

CHECK DATE	VEND#	INVOICE DATE	INVOICE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT #
8/22/22	00092	4/29/22	2263	202201	320	57200	41000		PHONES - JANUARY 2022	*	87.40	
4/29/22	2263	202201	320-57200-49300						PERMITS/LICENSES - JAN 2022	*	26.95	
4/29/22	2263	202201	320-57200-63100						RPR & RPLCMTS - JAN 2022	*	2,235.87	
4/29/22	2263	202201	320-57200-34600						AMENITY STAFF - JAN 2022	*	125.00	
4/29/22	2263	202201	320-57200-51000						OFC SUPPLIES - JAN 2022	*	42.15	
GOVERNMENTAL MANAGEMENT SERVICES												
8/22/22	00092	4/29/22	2264	202202	320	57200	41000		PHONES - FEB 2022	*	87.40	2,517.37 007084
4/29/22	2264	202202	320-57200-49300						PERMITS/LICENSES FEB 2022	*	26.95	
4/29/22	2264	202202	320-57200-63100						RPR & RPLCMT - FEB 2022	*	232.34	
4/29/22	2264	202202	320-57200-49400						SPECIAL EVENTS - FEB 2022	*	49.63	
4/29/22	2264	202202	320-57200-62000						REC PASSES - FEB 2022	*	241.87	
4/29/22	2264	202202	320-57200-51000						OFC SUPPLIES - FEB 2022	*	68.94	
GOVERNMENTAL MANAGEMENT SERVICES												
8/22/22	00092	4/29/22	2265	202203	320	57200	41000		PHONES - MARCH 2022	*	87.40	707.13 007085
4/29/22	2265	202203	320-57200-49300						PERMITS/LICENSES - MAR 2022	*	41.94	
4/29/22	2265	202203	320-57200-63100						RPRS & RPLCMTS - MAR 2022	*	1,012.88	
4/29/22	2265	202203	320-57200-49400						SPECIAL EVENTS - MAR 2022	*	175.42	
4/29/22	2265	202203	320-57200-51000						OFC SUPPLIES - MAR 2022	*	192.48	
GOVERNMENTAL MANAGEMENT SERVICES												
8/22/22	00092	4/29/22	2266	202204	320	57200	41000		PHONES - APRIL 2022	*	87.38	1,510.12 007086
4/29/22	2266	202204	320-57200-49300						PERMITS/LICENSES - APR 2022	*	224.83	
4/29/22	2266	202204	320-57200-63100						RPR & RPLCMTS - APR 2022	*	1,417.33	
4/29/22	2266	202204	320-57200-49400						SPECIAL EVENTS - APR 2022	*	147.50	

DBBR DOUBLE BRANCH OKUZMIK



CHECK DATE	VEND#	INVOICE DATE	YRMO	DPT	ACCT#	SUB	SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK.... AMOUNT
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TOTAL FOR REGISTER      67,817.64

DBBR DOUBLE BRANCH OKUZMUK

I N V O I C E

PAULA'S PEST CONTROL  
1548 Glendale St,  
Jacksonville, Fla 32205  
(904) 389-3419

INVOICE: 45951 QT  
DATE: 07/13/22 10:00a  
ACCOUNT: 1031 Oakleaf  
ROUTE: 0  
LAST: 4/13/22 Paula  
Paula Douglas

BILL TO  
DoubleBranch CDD  
c/o GMS, LLC  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

SERVICE TO  
Oakleaf Plantation  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

904-375-9285 wanda 904-894-8980

DESCRIPTION	QTY	PRICE	AMOUNT
General Pest Control PEST		155.00	155.00
		SUBTOTAL	155.00
<b>Code to:</b>		PREVIOUS BALANCE	0.00
		TOTAL DUE	155.00

**Double Branch Facility Maintenance - Preventative**

**2-320-572-4661**      324B

Products

<input type="checkbox"/> Advion RG	<input type="checkbox"/> EC	<input checked="" type="checkbox"/> Suspend Polyzone
<input type="checkbox"/> Demand CS	<input type="checkbox"/> Niban GB	<input type="checkbox"/> Suspend SC
<input type="checkbox"/> Demon Max	<input type="checkbox"/> Precor 2000	

Other: \_\_\_\_\_

Comments: \_\_\_\_\_

EFFECTIVE June 1, 2013  
MAKE Checks Payable to:

Paula's Pest Control Inc.  
1548 Glendale St.  
Jacksonville, Fl.32205

Note: All returned Checks will be assessed a \$50.00 FEE

THANK YOU FOR YOUR BUSINESS!  
HAVE A WONDERFUL DAY!





# Invoice

Invoice #: 7678

Date: 03/08/22

Customer PO:

**DUE DATE: 04/07/2022**

**BILL TO**

**FROM**

Oakleaf - Double Branch CDD  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

VerdeGo  
PO Box 789  
3335 North State Street  
Bunnell, FL 32110  
Phone: 386-437-3122  
www.verdego.com

**DESCRIPTION**

**AMOUNT**

#6351 - Pressure replacement by biltmore

While working on the wire on the system the tech noticed pressure weak over the whole system. The pressure tank has taken in water over the top of the rubber diaphragm in the device. With this tank not working properly pump will cycle causing issues with the motor and lack of pressure among the whole system.

*Irrigation*

*\$1,819.98*

**Invoice Notes:**

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

**\$1,819.98**

**Code to:**

**Double Branch - Irrigation Repairs**

**2-320-572-35100**

672B



# Invoice

Invoice #: 7742

Date: 03/22/22

Customer PO:

DUE DATE: 04/21/2022

## BILL TO

Oakleaf - Double Branch CDD  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

## FROM

VerdeGo  
PO Box 789  
3335 North State Street  
Bunnell, FL 32110  
Phone: 386-437-3122  
www.verdego.com

## DESCRIPTION

## AMOUNT

#7597 - Oaks wire tracing and repair

wire tracing on the Oaks clock due to damage done to system by underground work by AT&T contractors

*Irrigation*

\$1,925.00

### Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

**\$1,925.00**

## Code to:

**Double Branch Repair and Replacements**

**2.320.57200.63100**

672B



# Invoice

Invoice #: 8797

Date: 07/21/22

Customer PO:

DUE DATE: 08/20/2022

## BILL TO

Oakleaf - Double Branch CDD  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

## FROM

VerdeGo  
PO Box 789  
3335 North State Street  
Bunnell, FL 32110  
Phone: 386-437-3122  
www.verdego.com

## DESCRIPTION

## AMOUNT

#8552 - Tree work on loop road/ Waverly park

Along the roadway in front of pond we propose to remove 1 large dead Oak tree, as well as dead Pine tree in Waverly park

### *Landscape Enhancement*

\$1,175.00

Pine removal (Sub)	1.00	\$375.00	\$375.00
Sub: Tree removal (Sub)	1.00	\$800.00	\$800.00

## Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

**\$1,175.00**

## Code to:

**Double Branch Repair and Replacements**

**2.320.57200.63100**

672B



# Invoice

Invoice #: 8798

Date: 07/21/22

Customer PO:

DUE DATE: 08/20/2022

## BILL TO

Oakleaf - Double Branch CDD  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

## FROM

VerdeGo  
PO Box 789  
3335 North State Street  
Bunnell, FL 32110  
Phone: 386-437-3122  
www.verdego.com

## DESCRIPTION

## AMOUNT

#8810 - 6 inch mainline leak

Mainline leak found behind the pool area in the soccer field. Tony dug up and found the 6 inch bell end leaking. Will be replacing with mechanical fitting to get the system back on line.

*Irrigation*

\$1,968.88

## Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**

**\$1,968.88**

## Code to:

**Double Branch - Irrigation Repairs**

**2-320-572-35100**

472 B



# Invoice

Invoice #: 8814

Date: 07/25/22

Customer PO:

DUE DATE: 08/24/2022

## BILL TO

Oakleaf - Double Branch CDD  
370 Oakleaf Village Parkway  
Orange Park, FL 32065

## FROM

VerdeGo  
PO Box 789  
3335 North State Street  
Bunnell, FL 32110  
Phone: 386-437-3122  
www.verdego.com

DESCRIPTION				AMOUNT
#8551 - Oaks Park: Small tree removals				
We propose to remove 10 small trees and remove dead limbs that are over hanging the playground areas. Plus one declining Oak tagged by Jay for removal.				
<i>Landscape Enhancement</i>				<i>\$1,272.00</i>
Small trees removal (Sub)	1.00	\$795.00	\$795.00	
Sub: Tree removal (Sub)	1.00	\$477.00	\$477.00	

### Invoice Notes:

Thank you for your business!

**AMOUNT DUE THIS INVOICE**      **\$1,272.00**

## Code to:

### Double Branch Repair and Replacements

### 2.320.57200.63100

672 B



Customer Information

XEROX CORPORATION  
PO BOX 660501  
DALLAS TX  
75266-0501

THE EASY WAY  
TO ORDER SUPPLIES  
CALL OUR TOLL  
FREE NUMBER  
1-800-822-2200

Purchase Order Number

Special Reference

Contract Number  
NET 30 DAYS  
Terms Of Payment

Telephone 888-435-6333  
Please Direct Inquiries To:   
Ship To/Installed At:

DOUBLE BRANCH  
COMM DEV DIST  
PKWY  
370 OAKLEAF VILLAGE  
ORANGE PARK FL  
32065

Bill To:

DOUBLE BRANCH  
COMM DEV DIST  
STE 114  
475 W TOWN PL  
SAINT AUGUSTINE FL  
32092

07-07-22  
Invoice Date  
016674846  
Invoice Number  
720343326  
Customer Number

8-1-7850

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN  
AMOUNT

METER USAGE	03-30-22 TO 06-30-22		
METER 1	189781 191941	2160	
PRINT CHARGES			
METER 1 PRINTS		2160	
NET BILLABLE PRINTS		2160 .047500	102.60
TOTAL EXCESS PRINT CHARGES			102.60

SUB TOTAL 102.60

TOTAL 102.60

399B  
2. 330.572.50000

\*\* ALLOWANCE PRORATED FOR 089 DAYS  
FINAL INVOICE FOR SPLY-MAINT - COST PER COPY PLAN  
AT THE TIME OF BILLING, NO VALID METER READ WAS AVAILABLE,  
SO METER USAGE WAS ESTIMATED. ANY OVERAGE/UNDERAGE WILL BE  
ADJUSTED ON NEXT METER INVOICE. PLEASE VISIT OUR WEBSITE  
AT WWW.XEROX.COM TO SUBMIT YOUR NEXT METER READ.  
THIS IS A 12 MONTH AGREEMENT WHICH INCLUDES MAINTENANCE  
AND SUPPLY CHARGES  
TOTAL OF INVOICE MAY VARY ACCORDING TO METER USAGE BILLED

XEROX FEDERAL IDENTIFICATION #16-0468020

PLEASE INCLUDE THIS STUB WITH YOUR PAYMENT, OR WRITE YOUR INVOICE NUMBER(S) ON YOUR CHECK.

Ship To/Installed At  
DOUBLE BRANCH  
COMM DEV DIST  
PKWY  
370 OAKLEAF VILLAGE  
ORANGE PARK FL  
32065

Bill To  
DOUBLE BRANCH  
COMM DEV DIST  
STE 114  
475 W TOWN PL  
SAINT AUGUSTINE FL  
32092

When Paying By Mail  
Send Payment To:  
XEROX CORPORATION  
P.O. BOX 827598  
PHILADELPHIA, PA  
19182-7598



Please check here if your "Bill To" address or "Ship To/Installed At" location has changed and complete reverse side.

Invoice Amount

PLEASE PAY THIS AMOUNT  
01-569-8562 4 720343326 016674846 07-07-22  
RR002578 M 070121  
03 6GSW 6GSW W W0225 5933 1 U65CA

\$102.60  
VFL40

202100008070060 0166748468 0300102604 272034332688

Invoice Payment



Customer Information

XEROX CORPORATION  
PO BOX 660501  
DALLAS TX  
75266-0501

THE EASY WAY  
TO ORDER SUPPLIES  
CALL OUR TOLL  
FREE NUMBER  
1-800-822-2200

Purchase Order Number

Special Reference

Contract Number  
NET 30 DAYS  
Terms Of Payment

Telephone 888-435-6333  
Please Direct Inquiries To:   
Ship To/Installed At:

DOUBLE BRANCH  
COMM DEV DIST  
PKWY  
370 OAKLEAF VILLAGE  
ORANGE PARK FL  
32065

Bill To:  
DOUBLE BRANCH  
COMM DEV DIST  
STE 114  
475 W TOWN PL  
SAINT AUGUSTINE FL  
32092

07-07-22  
Invoice Date  
016674847  
Invoice Number  
720343326  
Customer Number

MFP3635X1 MFP3635X W/EIP

SER.# BB1-867777  
INITIAL INVOICE

AMOUNT

BASE CHARGE 07-01-22 TO 07-30-22 50.31

SUB TOTAL 50.31

399B  
2.330.572.50000

TOTAL 50.31

CONTRACT EFFECTIVE DATE 07-01-22

INITIAL INVOICE FOR SPLY-MAINT - COST PER COPY PLAN  
INITIAL METER READS - METER A 191941  
AT THE TIME OF BILLING, NO VALID METER READ WAS AVAILABLE,  
SO METER USAGE WAS ESTIMATED. ANY OVERAGE/UNDERAGE WILL BE  
ADJUSTED ON NEXT METER INVOICE. PLEASE VISIT OUR WEBSITE  
AT WWW.XEROX.COM TO SUBMIT YOUR NEXT METER READ.  
THIS IS A 12 MONTH AGREEMENT WHICH INCLUDES MAINTENANCE  
AND SUPPLY CHARGES

XEROX FEDERAL IDENTIFICATION #16-0468020

PLEASE INCLUDE THIS STUB WITH YOUR PAYMENT, OR WRITE YOUR INVOICE NUMBER(S) ON YOUR CHECK.

Ship To/Installed At  
DOUBLE BRANCH  
COMM DEV DIST  
PKWY  
370 OAKLEAF VILLAGE  
ORANGE PARK FL  
32065

Bill To  
DOUBLE BRANCH  
COMM DEV DIST  
STE 114  
475 W TOWN PL  
SAINT AUGUSTINE FL  
32092

When Paying By Mail  
Send Payment To:  
XEROX CORPORATION  
P.O. BOX 827598  
PHILADELPHIA, PA  
19182-7598

Please check here if your "Bill To" address or "Ship To/Installed At" location has changed and complete reverse side.

Invoice Amount

PLEASE PAY THIS AMOUNT  
01-569-8562 4 720343326 016674847 07-07-22  
RR002579 M 070122  
03 6GSW 6GSW W W0225 5933 1 U65IN

\$50.31  
VFL40

202100008070060 0166748477 0300050312 272034332686

Invoice Payment





**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - CRYSTAL CONNER  
**Date:** July 28, 2022 at 2:15 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amosing@gmstnn.com](mailto:amosing@gmstnn.com)

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
- o DATE OF VENUE – JULY 16, 2022
- o RESIDENT – CRYSTAL CONNER
- o ADDRESS – 575 OAKLEAF PLANTATION PARKWAY #908, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on VYSTAR:
  - CHECK#: 1001
  - DATED: 6/3/22
  - DEPOSITED: 6/22
  - AMOUNT: \$100.00

699B  
 2-300-369-10300  
 RDR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
06/03/22	06/03/22	07/16/22	CRYSTAL CONNER - OVCR DEPOSIT	DEPOSIT	\$ 100.00		CK# 1001	

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office SATURDAY, JULY 30, 2022 thru SUNDAY, JULY 31, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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**Governmental Management Services, LLC**  
 1001 Bradford Way  
 Kingston, TN 37763

# Invoice

**Invoice #:** 2279  
**Invoice Date:** 7/19/22  
**Due Date:** 7/19/22  
**Case:**  
**P.O. Number:**

**Bill To:**  
 Double Branch GDD  
 475 West Town Place  
 Suite 114  
 St. Augustine, FL 32092

92B

Description	Hours/Qty	Rate	Amount
Facility Maintenance June 1- June 30, 2022		12,441.33	12,441.33
Maintenance Supplies		403.85	403.85
Fac. Maint. Gen. $\$3,931^{00}$ 2/572.4660			
Fac. Maint. Cent. $\$2,795^{00}$ 2/572.4662			
Light. Repairs $\$705^{00}$ 2/220.572.4663			
Repair / Replace $\$2,123^{00}$ 2/572.6310			
Common Area Main $\$3,291^{18}$ 2/572.4640 320			

<b>Total</b>	<b>\$12,845.18</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$12,845.18</b>

OKW  
7/27/22

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF JUNE 2022**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/1/22	2.5	G.S.	Removed debris from all common areas, treated fire ant mounds in common areas
6/1/22	6	L.C.	Prepped field house for painting
6/1/22	8	R.M.	Put railing on gazebo, replaced broken spindle on gazebo
6/2/22	8	T.C.	Worked and painted field house pavilion
6/2/22	5	G.S.	Removed debris from all common areas, cleaned up deceased animal from road
6/2/22	8	L.N.	Paint columns, pressure wash fitness center and cleaned windows
6/2/22	8	A.B.	Finished installing new trim and caulk it, removed fencing on pool deck, fixed railing on slide
6/2/22	5	L.C.	Removed fencing on pool deck
6/3/22	8	T.C.	Worked on taking down fence around pool deck
6/3/22	5	G.S.	Removed debris from all common areas and ponds
6/3/22	8	L.N.	Take fencing up from pool area, cleaned fitness center A/C storage room flooding
6/3/22	8	A.B.	Take up fence around pool deck
6/3/22	3	R.M.	Removal of metal fence by pool
6/6/22	4	T.C.	Worked on taking down fence around pool deck
6/6/22	8	A.B.	Remove fencing around pool
6/6/22	4	A.T.	Removed debris from all common areas
6/6/22	8	R.M.	Lower lifeguard chair, cleaned up around shop
6/7/22	8	T.C.	Prepped and painted columns around field house
6/7/22	6	G.S.	Removed debris from all common areas, treated fire ant mounds in park
6/7/22	7	D.J.	Primed and painted columns on field house
6/8/22	8	T.C.	Worked on taking down fence around pool deck
6/8/22	3.5	G.S.	Removed debris from all common areas
6/8/22	4	S.A.	Picked up supplies, cut posts for pool, painted posts for pool, installed hooks on posts
6/8/22	8.5	R.M.	Removed metal fence by pool, cleaned up brackets and rail for bike rack
6/9/22	8	T.C.	Worked on taking down fence around pool deck
6/9/22	2.5	G.S.	Removed debris from all common areas
6/9/22	5	L.N.	Painted columns at fieldhouse, stocked facility
6/9/22	8	D.J.	Painted columns on field house
6/10/22	4	T.C.	Cut off and repaired busted water line
6/10/22	3.5	G.S.	Removed debris from all common areas, picked up supplies
6/10/22	2	S.A.	Installed posts at pool
6/10/22	2	R.M.	Bring water shut off tool from Middle Village, looked for water shut off to repair broken pipe
6/10/22	2	A.B.	Collect old pallets and related trash for removals
6/13/22	4	A.T.	Removed debris from all common areas
6/13/22	8	R.M.	Lower lifeguard chairs, cleaned shop
6/14/22	6	T.C.	Repair vinyl fencing, paint fieldhouse columns
6/14/22	6	G.S.	Removed debris from all common areas, maintenance work on center
6/14/22	8	L.C.	Painted columns on field house
6/15/22	5	G.S.	Removed debris from all common areas, treated fire ant mounds in common areas
6/15/22	8	L.C.	Painted columns on field house
6/15/22	6	R.M.	Replaced wood at boardwalk, cleaned shop
6/16/22	4	G.S.	Removed debris from all common areas
6/17/22	4.5	G.S.	Removed debris from all common areas
6/20/22	2	T.C.	Cleaned and filled fountain by office
6/20/22	8	R.M.	Diving stand repair, worked on lifeguard chair, cleaned shop
6/20/22	8	L.C.	Removed fence at pool
6/21/22	6	G.S.	Removed debris from all common areas
6/21/22	8	A.B.	Remove fencing around pool
6/21/22	8	L.C.	Remove fencing around pool
6/22/22	4	G.S.	Removed debris from all common areas
6/22/22	8	R.M.	Reinstalled light covers at gazebo, adjusted lifeguard chair, remove gate and fence and replace pavers
6/23/22	5	G.S.	Removed debris from all common areas, maintenance work on golf cart
6/24/22	4.5	G.S.	Removed debris from all common areas, treated fire ant mounds in park
6/24/22	7.5	R.M.	Installed hangers for pool, cleaned shop
6/27/22	4	A.T.	Removed debris from all common areas
6/28/22	6	G.S.	Removed debris from all common areas and ponds
6/29/22	2	G.S.	Removed debris from all common areas

DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF JUNE 2022

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<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
6/30/22	4	T.C.	Take down old ceiling fans and put up new fans at pool patio, fix playground equipment, picked up supplies
6/30/22	4.5	G.S.	Removed debris from all common areas and ponds
6/30/22	6	L.N.	Removed old ceiling fans and installed new fans on pool patio
6/30/22	6	A.B.	Removed old ceiling fans, clean and resurface mounting poles for new fans
6/30/22	3.5	L.C.	Removed old ceiling fans and installed new fans on pool patio

**TOTAL**      353

**MILES**      194

\*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

**MAINTENANCE BILLABLE PURCHASES**

Period Ending 07/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB				
DOUBLE BRANCH				
	6/3/22	Tree Mount Light Adapters (4)	8.42	J.S.
	6/3/22	Swivel Bolt	5.01	J.S.
	6/3/22	Eyebolt	7.22	J.S.
	6/8/22	Roller Pail	12.05	S.A.
	6/8/22	Pelican Liner 3pk	5.49	S.A.
	6/8/22	4" Handy Hook (4)	8.19	S.A.
	6/8/22	11 x 4 Roller	3.99	S.A.
	6/10/22	TEKS Lathe Sharp PT Screws 8x1/2"	6.11	T.C.
	6/10/22	Bleach	13.77	T.C.
	6/15/22	Keys (6)	20.56	T.C.
	6/16/22	Lattice Half Sheet	19.53	T.C.
	6/16/22	Sleeve Anchor 3/8x3 Hex 25pk	21.48	T.C.
	6/16/22	Keys (6)	20.56	T.C.
	6/16/22	Key Tags	3.29	T.C.
	6/17/22	Rust Remover Jelly	4.01	T.C.
	6/17/22	4pc Removal Project Set	9.76	T.C.
	6/20/22	Clear Caulk (2)	12.60	T.C.
	6/20/22	Ratcheting Tap & Die SAE/MM	50.03	T.C.
	6/23/22	Tapcon 1/4x3-3/4 Hex Head 75pk	20.83	T.C.
	6/23/22	Titanium Bit Set	17.24	T.C.
	6/24/22	Countersink Set	11.49	T.C.
	6/24/22	Black Nitrile Gloves	17.23	T.C.
	6/29/22	8 Gallon Trash Bags (2)	13.73	T.C.
	6/29/22	Black Nitrile Gloves 20ct	8.61	T.C.
	6/29/22	Blk Vinyl Electrical Tape 5pk	6.89	T.C.
	6/29/22	32oz Spray Bottle	4.00	T.C.
	6/29/22	10'x25' Plastic Sheeting	9.48	T.C.
	6/29/22	Muriatic Acid	20.68	J.S.
	6/29/22	Rustoleum Primer	6.30	J.S.
	6/29/22	Rustoleum White Paint	9.45	J.S.
	6/30/22	10'x1" Conduit	25.85	T.C.
		<b>TOTAL</b>	<b><u>\$403.85</u></b>	

Governmental Management Services, LLC  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

Invoice #: 2281  
Invoice Date: 8/1/22  
Due Date: 8/1/22  
Case:  
P.O. Number:

Bill To:  
Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Recreation - Facility Management - Oakleaf Plantation - August 2022 2,310.513,3400  9213  Jimmy Lambert 8-5-22		16,063.83	16,063.83

**Total** \$16,063.83

**Payments/Credits** \$0.00

**Balance Due** \$16,063.83

**Governmental Management Services, LLC**  
1001 Bradford Way  
Kingston, TN 37763

# Invoice

Invoice #: 2282  
Invoice Date: 8/5/22  
Due Date: 8/5/22  
Case:  
P.O. Number:

**Bill To:**  
Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

92B

Description	Hours/Qty	Rate	Amount
Facility Event Staff through July 30, 2022	29.85	25.00	746.25
Amenities Revenue 21369.103 300			

**Total** \$746.25

**Payments/Credits** \$0.00

**Balance Due** \$746.25

8/3/22  
@

**Governmental Management Services, LLC**  
9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

**DOUBLE BRANCH CDD**

**Facility Event Staff Service Hours**

<b><u>Quantity</u></b>	<b><u>Description</u></b>	<b><u>Rate</u></b>	<b><u>Amount</u></b>
29.85	Facility Event Staff	\$ 25.00	\$ 746.25

Covers Period End: July 30, 2022

Amenities Revenue # 2-369-103



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - JACOB GREEN  
**Date:** July 29, 2022 at 2:29 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (SATURDAY) 11:00 A.M. to 3:00 P.M.
- o DATE OF VENUE – JULY 23, 2022
- o RESIDENT – JACOB GREEN
- o ADDRESS – 960 MISTY MAPLE COURT, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via VISA (5574):
  - DATED: 6/25/22
  - SEQ#: 6
  - BATCH#: 709
  - INVOICE#: 6
  - APPROVAL CODE: 142711
  - AMOUNT: \$100.00

909 B  
 2-300-369-103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
06/25/22	06/25/22	07/23/22	JACOB GREEN - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-142711

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office SATURDAY, JULY 30, 2022 thru SUNDAY, JULY 31, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
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**From:** Oakleaf Venues [venuere rentals@oakleafresidents.com](mailto:venuere rentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - JASON CRAIG  
**Date:** July 29, 2022 at 2:46 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amosing@gmstn.com](mailto:amosing@gmstn.com)



Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO (SATURDAY) 11:00 A.M. to 3:00 P.M.
- DATE OF VENUE – JULY 16, 2022
- RESIDENT – JASON CRAIG
- ADDRESS – 3437 PEBBLE SAND LANE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA (1809):
  - DATED: 6/30/22
  - SEQ#: 3
  - BATCH#: 714
  - INVOICE#: 3
  - APPROVAL CODE: 081621
  - AMOUNT: \$100.00

910B  
 2-300-369-103  
 RAR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
06/30/22	06/30/22	07/16/22	JASON CRAIG - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-081621

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office SATURDAY, JULY 30, 2022 thru SUNDAY, JULY 31, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuere rentals@oakleafresidents.com](mailto:venuere rentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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**From:** Oakleaf Venues [venuere rentals@oakleafresidents.com](mailto:venuere rentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - JESSICA VICK  
**Date:** July 29, 2022 at 1:53 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (SATURDAY) 2:30 P.M. to 6:30 P.M.
- o DATE OF VENUE – JUNE 23, 2022
- o RESIDENT – JESSICA VICK
- o ADDRESS – 871 WILMINGTON LANE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via VISA (0283):
  - DATED: 5/10/22
  - SEQ#: 8
  - BATCH#: 665
  - INVOICE#: 8
  - APPROVAL CODE: 01204D
  - AMOUNT: \$100.00

911 B  
 2-300-369-103  
 RDR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
05/10/22	05/10/22	07/23/22	JESSICA VICK - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-01204D

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office SATURDAY, JULY 30, 2022 thru SUNDAY, JULY 31, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuere rentals@oakleafresidents.com](mailto:venuere rentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

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**From:** Oakleaf Venues [venuere rentals@oakleafresidents.com](mailto:venuere rentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - LUISA CORTEZ  
**Date:** August 2, 2022 at 4:21 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amosing@gmstnn.com](mailto:amosing@gmstnn.com)

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (SATURDAY) 3:00 P.M. to 7:00 P.M.
- o DATE OF VENUE – JULY 30, 2022
- o RESIDENT – LUISA CORTEZ
- o ADDRESS – 771 WAKEMONT DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via VISA (1122):
  - DATED: 6/25/22
  - SEQ#: 9
  - BATCH#: 709
  - INVOICE#: 9
  - APPROVAL CODE: 014090
  - AMOUNT: \$100.00

912B  
 2-300-369-103  
 RDR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
06/25/22	06/25/22	07/30/22	LUISA CORTEZ - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-014090

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office SATURDAY, AUGUST 6, 2022 thru SUNDAY, AUGUST 7, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuere rentals@oakleafresidents.com](mailto:venuere rentals@oakleafresidents.com)  
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Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. The information contained in this email and/or attachment(s) may be confidential and intended solely for the use of the individual or entity to which it is addressed. This email and/or attachment(s) may contain material that is privileged or protected from disclosure under applicable law. If you are not the intended recipient or the individual responsible for delivering to the intended recipient, please notify the sender immediately by telephone to obtain instructions as to whether information in this email and/or attachment(s) is confidential and privileged or protected from disclosure under applicable law.



**From:** Oakleaf Venues [venuere rentals@oakleafresidents.com](mailto:venuere rentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - PATRICIA EMMANUELLI  
**Date:** July 29, 2022 at 2:56 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amosing@gmstnn.com](mailto:amosing@gmstnn.com), Oakleaf Venues [venuere rentals@oakleafresidents.com](mailto:venuere rentals@oakleafresidents.com)

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (THURSDAY) 11:00 AM. to 3:00 P.M.
- o DATE OF VENUE – JULY 21, 2022
- o RESIDENT – PATRICIA EMMAMUELLI
- o ADDRESS – 3885-D BUCKTHORNE DRIVE ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on NAVY FEDERAL:
  - CHECK#: 170
  - DATED: 6/17/22
  - DEPOSITED: 6/27/22
  - AMOUNT: \$100.00

913 B  
2-300-369-103  
RDR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
06/17/22	06/17/22	07/21/22	PATRICIA EMMANUELLI - OV PATIO DEP	DEPOSIT	\$ 100.00		CK# 170	DEPOSITED 6/17/22

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office SATURDAY, JULY 30, 2022 thru SUNDAY, JULY 31, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuere rentals@oakleafresidents.com](mailto:venuere rentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9265 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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1707 Townhurst Dr.  
Houston TX 77043  
(800) 858-POOL (7665)  
www.poolsure.com

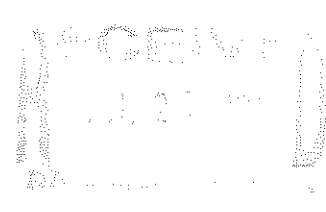
# Invoice

Date 8/1/2022

Invoice # 131295608433

Terms	Net 20
Due Date	8/21/2022
PO #	

<b>Bill To</b> Oakleaf Village/Double Branch 475 West Town Place Ste 114 St Augustine FL 32092	<b>Ship To</b> Oak Leaf Plantation/ Double Branch 370 Oakleaf Village Parkway Orange Park FL 32065
---	---

Item ID	Description	Qty	Units	Amount
WM-CHEM-FLAT	Water Management Flat Billing Rate	1	ea	2,199.24
WM Surcharge	WM Surcharge	1	ea	175.94
Fuel Surcharge	Fuel/Environmental Transit Fee	1	ea	108.18
<p>2,320,572.403 186B</p> 				

Subtotal 2,483.36  
Shipping Cost (FEDEX GROUND) 0.00  
Total 2,483.36  
Amount Due \$2,483.36

### Remittance Slip

Customer  
13OAK102  
Invoice #  
131295608433

Amount Due \$2,483.36  
Amount Paid \_\_\_\_\_

Make Checks Payable To  
Poolsure  
PO Box 55372  
Houston, TX 77255-5372



131295608433



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - RACHEL DAY  
**Date:** August 2, 2022 at 4:39 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amosing@gmstnn.com](mailto:amosing@gmstnn.com)

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (SATURDAY) 11:00 A.M. to 3:00 P.M.
- o DATE OF VENUE – JULY 30, 2022
- o RESIDENT – RACHEL DAY
- o ADDRESS – 3329 CHESTNUT RIDGE WAY, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via VISA (1725):
  - DATED: 6/20/22
  - SEQ#: 3
  - BATCH#: 704
  - INVOICE#: 3
  - APPROVAL CODE: 024816
  - AMOUNT: \$100.00

914 B  
2-300-369-103  
RDR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
06/20/22	06/20/22	07/30/22	RACHEL DAY - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-024816

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office SATURDAY, AUGUST 6, 2022 thru SUNDAY, AUGUST 7, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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**Riverside Management Services, Inc**  
 9655 Florida Mining Blvd. W.  
 Building 300, Suite 305  
 Jacksonville, FL 32257

# Invoice

Invoice #: 323  
 Invoice Date: 7/29/2022  
 Due Date: 7/29/2022  
 Case:  
 P.O. Number:

**Bill To:**  
 Double Branch CDD  
 475 West Town Place  
 Suite 114  
 St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Pressure Washing Services - July 2022 — Common Area Maint. 2572.4640 2.320.572.464 297B		880.00	880.00

<b>Total</b>	<b>\$880.00</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$880.00</b>

*entry 7/29/22*

**Riverside Management Services, Inc.**  
 8555 Florida Mining Blvd., Building 300, Suite 305 Jacksonville, FL 32247

Service Detail

Bill To: Double Branch CDD

Invoice Date: 7/1/22

Due Date: Upon Receipt

Amount Due: \$ 880.00

<u>Date:</u>	<u>Description</u>	<u>Amount</u>
6/2/22	Pressure washed Worthington Oaks Park walkways	\$ 50.00
6/2/22	Pressure washed The Oaks Park walkways	\$ 50.00
6/7/22	Pressure washed Fall Park walkways	\$ 50.00
6/7/22	Pressure washed Cannon Point Park walkways	\$ 50.00
6/14/22	Pressure washed walkways at Waverly Park	\$ 50.00
6/16/22	Pressure washed Oak Park brick wall sign entrance and pillars	\$ 30.00
6/21/22	Pressure washed 465' of lattice top at Oak Park	\$ 210.00
6/21/22	Pressure washed 120' of split rail at Oak Park	\$ 30.00
6/23/22	Pressure washed pillars and main entrance sign at Waverly	\$ 30.00
6/23/22	Pressure washed pillars and main entrance sign at Stonebriar	\$ 30.00
6/23/22	Pressure washed pillars at Worthington Oaks	\$ 30.00
6/28/22	Pressure washed waterfall	\$ 30.00
6/28/22	Pressure washed pillars and main entrance at Litchfield	\$ 30.00
6/28/22	Pressure washed pillars and main entrance at Timberfield	\$ 30.00
6/28/22	Pressure washed pillars at Piedmont	\$ 30.00
6/30/22	Pressure washed pillars at main entrance to Oakleaf	\$ 30.00
6/30/22	Pressure washed pillars at main entrance to Silverleaf	\$ 30.00
6/30/22	Pressure washed pillars at main entrance to Pebble Creek	\$ 30.00
6/30/22	Pressure washed pillars at main entrance to Cannons Point	\$ 30.00
6/30/22	Pressure washed pillars at main entrance to Fols Point	\$ 30.00

Hot Water and Chemical Treatment to remove dirt, mildew, and algae.

**TOTAL AMOUNT DUE:** \$ 880.00

\*\* Pressure Washing according to contract and within budget

Contract Amount	\$	17,635.00
<u>Invoice:</u>		
Oct. 2021	\$	300.00
Nov. 2021	\$	1,100.00
Dec. 2021	\$	1,273.00
Jan. 2022	\$	1,232.00
Feb. 2022	\$	1,038.00
Mar. 2022	\$	2,822.00
Apr. 2022	\$	2,688.00
May 2022	\$	3,914.55
June 2022	\$	880.00
July 2022		
Aug. 2022		
Sept. 2022		
Balance:	\$	<u>2,587.45</u>

Should you have any questions, please contact Jerry Lamberd @ (904) 288-7667 or jlamberd@rmsmf.com

Remit Payment



**Riverside Management Services, Inc**  
9655 Florida Mining Blvd. W.  
Building 300, Suite 305  
Jacksonville, FL 32257

# Invoice

Invoice #: 322  
Invoice Date: 8/1/2022  
Due Date: 8/1/2022  
Case:  
P.O. Number:

**Bill To:**  
Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
2.320.572.6100 - Janitorial Services - August 2022  <i>29MB</i>  <i>Jerry Lambert</i> <i>8-1-22</i>		4,633.33	4,633.33

<b>Total</b>	<b>\$4,633.33</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$4,633.33</b>



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - ROBERT MANNING  
**Date:** July 28, 2022 at 2:11 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amosing@gmstnn.com](mailto:amosing@gmstnn.com)

Good evening Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka CLUBROOM (SATURDAY) 10:00 A.M. to 2:00 P.M.
- o DATE OF VENUE – JULY 23, 2022
- o RESIDENT – ROBERT MANNING
- o ADDRESS – 3862 CHASING FALLS ROAD, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on VYSTAR:
  - CHECK#: 7348
  - DATED: 6/20/22
  - DEPOSITED: 6/23/22
  - AMOUNT: \$100.00

915B  
 2-300-369-103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
06/20/22	06/23/22	06/25/22	ROBERT MANNING - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00		CK# 7348	DEPOSITED 6/23/22

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office SATURDAY, JULY 30, 2022 thru SUNDAY, JULY 31, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - STEPHANIE SMITH  
**Date:** August 2, 2022 at 5:14 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)



Good evening Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (SATURDAY) 2:30 P.M. to 6:30 P.M.
- o DATE OF VENUE – JULY 31, 2022
- o RESIDENT – STEPHANIE SMITH
- o ADDRESS – 3636 SUNSET OAK DRIVE, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on FIRST FLORIDA:
  - CHECK#: 802
  - DATED: 7/14/22
  - DEPOSITED: 6/27/22
  - AMOUNT: \$100.00

843 B  
 2-300-369-10300

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
07/14/22	07/18/22	07/31/22	STEPHANIE SMITH- OV PATIO DEPOSIT	DEPOSIT	\$ 100.00		CK# 802	DEPOSITED 7/18/22

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office SATURDAY, AUGUST 6, 2022 thru SUNDAY, AUGUST 7, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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Department of the Treasury  
Internal Revenue Service  
Cincinnati, OH 45999-0039

Notice	CP220
Tax period	December 31, 2019
Notice date	July 25, 2022
Employer ID number	03-0468920
To contact us	Phone 800-829-0115

085370.449438.145067.2200 1 AB 0.491 700



DOUBLE BRANCH COMMUNITY DEVELOPMENT  
% JAMES PERRY  
475 W TOWN PL STE 114  
ST AUGUSTINE FL 32092-3649

085370

Changes to your December 31, 2019 Form 940

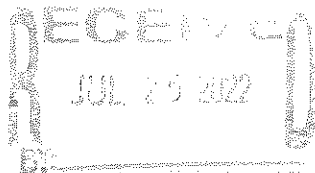
**Amount due: \$274.41**

We made changes to your December 31, 2019 Form 940.

As a result, your amount due is \$274.41.

**Billing Summary**

Amount due on account before adjustment	\$0.00
Penalty increase - Failure to make a proper federal tax deposit	274.41
<b>Amount due by August 15, 2022</b>	<b>\$274.41</b>



897B  
F940 YE12/31/19, 030468920

Continued on back...



DOUBLE BRANCH COMMUNITY DEVELOPMENT  
% JAMES PERRY  
475 W TOWN PL STE 114  
ST AUGUSTINE FL 32092-3649

Notice	CP220
Notice date	July 25, 2022
Employer ID number	03-0468920

**Payment**

- Make your check or money order payable to the United States Treasury.
- Write your Employer ID number (03-0468920), the tax period (December 31, 2019), and the form number (940) on your payment and any correspondence.

INTERNAL REVENUE SERVICE  
OGDEN, UT 84201-0102

**Amount due by  
August 15, 2022**

**\$274.41**



030468920 X0 DOUB 10 2 201912 670 00000027441

Notice	CP220
Tax period	December 31, 2019
Notice date	July 25, 2022
Employer ID number	03-0468920
Page 3 of 4	

## Penalties

We are required by law to charge any applicable penalties.  
The amount of penalty and interest shown is based on this adjustment.

### Failure to make a proper federal tax deposit

Description	Amount
<b>Total failure to make a proper federal tax deposit</b>	<b>\$274.41</b>

We charged a penalty because you did not make a proper tax deposit. Common reasons why we charge this penalty are:

- You did not deposit your tax on time
- You did not deposit enough tax
- You paid your tax directly to the IRS
- You did not deposit your tax electronically, as required by law

For information about depositing taxes, see the Employer's Tax Guide (Publication 15) or the Agricultural Employer's Tax Guide (Publication 51). (Internal Revenue Code section 6656)

The penalty rate for each improper deposit is as follows:

1-5 days late: 2%

6-15 days late: 5%

16 or more days late: 10%

More than 10 days after the first IRS bill: 15%

For a detailed calculation of your penalty charges, call 800-829-0115.

### Designation of deposit

The law allows you to tell the IRS where to apply your deposits within the tax return period with a deposit penalty. You have 90 days from the date of the correspondence you received showing the deposit penalty to contact the IRS if you want to specify where to apply your deposits.

The law also allows the IRS to remove the deposit penalty if: (1) the penalty applies to the first required deposit after a required change to your frequency of deposits, and (2) you file your employment tax returns by the due date.

### Removal or reduction of penalties

We understand that circumstances—such as a serious illness or injury, a family member's death, or loss of financial records due to natural disaster—may make it difficult for you to meet your taxpayer responsibility in a timely manner.

We can generally process your request for penalty removal or reduction quicker if you contact us at the number listed above with the following information:

- Identify which penalty charges you would like us to reconsider (e.g., 2016 late filing penalty).
- For each penalty charge, explain why you believe it should be reconsidered.

If you write us, include a signed statement and supporting documentation for penalty abatement request.

We'll review your request and let you know whether we accept your explanation as reasonable cause to reduce or remove the penalty charge(s).



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - ASHLEY GRANT  
**Date:** August 16, 2022 at 6:23 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amosing@gmstnn.com](mailto:amosing@gmstnn.com)

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- LOCATION -- OV PATIO (SATURDAY) 2:00 P.M. to 6:00 P.M.
- DATE OF VENUE -- AUGUST 20, 2022
- RESIDENT -- ASHLEY GRANT
- ADDRESS -- 534 RYKER WAY, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$50.00 (per cancellation policy 50% of Booking Fee Deposit & 0% Rental Fee)
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA (\$901):
  - DATED: 7/12/22
  - SEQ#: 3
  - BATCH#: 726
  - INVOICE#: 3
  - APPROVAL CODE: 091815
  - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
07/12/22	07/12/22	08/20/22	ASHLEY GRANT - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-091815

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office MONDAY, AUGUST 22, 2022 thru FRIDAY, AUGUST 26, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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904B

RDR

2.300.369.103

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

**Invoice #:** 2263

**Invoice Date:** 4/29/22

**Due Date:** 4/29/22

**Case:**

**P.O. Number:**

**Bill To:**

Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	92B	Hours/Qty	Rate	Amount
2.320.572.4100 - Phones - January 2022			87.40	87.40
2.320.572.49300 - Permits / Licenses - January 2022			26.95	26.95
2.320.572.63100 - Repair and Replacements - January 2022			2,235.87	2,235.87
2.320.572.34600 - Amenity Staff - January 2022			125.00	125.00
2.320.572.5100 - Office Supplies - January 2022			42.15	42.15
RECEIVED AUG 17 2022				
<b>Total</b>			\$2,517.37	
<b>Payments/Credits</b>			\$0.00	
<b>Balance Due</b>			\$2,517.37	

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Jan 19, 2022

Totals by GL

**Double Branch: \$2517.37**

2.320.572.4100 (DB Phones) – \$87.40  
2.320.572.49300 (DB permits/ licenses) – \$26.95  
2.320.572.63100 (DB Repair and Replacements) - \$2235.87  
2.320.572.34600 (DB Amenity Staff) – \$125  
2.320.572.5100 (DB Office Supplies) – \$42.15

**Middle Village: \$1001.49**

2.330.572.4100 (MV Phones) – \$87.41  
2.310.513.49300 (MV permits/ licenses) – \$26.95  
34.600.538.64000 (MV repair & replacements) – \$719.97  
2.330.572.34600 (MV Amenity Staff) – \$125.00  
2.330.572.51000 (MV Office Supplies) – \$42.16







ACCOUNT ENDING - 83053

Business Green Rewards Card

CARD MEMBER

JAY SORIANO

## Card Activity from Dec 22, 2021 to Jan 21

## Transactions

16 Transactions

DATE	STATUS	DESCRIPTION	AMOUNT
Jan 17		FRESHWATERSYSTEMS GREENVILLE SC	\$317.02
Jan 15		MOOD PANDORA 0884 AUSTIN TX	\$26.95
Jan 15		MOOD PANDORA 0684 AUSTIN TX	\$26.95
Jan 14		DARSCO PLUMBING SUPP JACKSONVILLE FL	\$368.53
Jan 14		DARSCO PLUMBING SUPP JACKSONVILLE FL	\$619.91
Jan 14		PAYPAL *LINGZHI18 4029357733 CH	\$84.31
Jan 14		PPG PAINTS 8180 8180 JACKSONVILLE FL	\$306.38
Jan 9		1&1 IONOS <a href="https://www.ionos.co">https://www.ionos.co</a> PA	\$18.00
Jan 2		RINGCENTRAL INC 888-898-4591 CA	\$174.81
Dec 28, 2021		WAL-MART SUPERCENTER MIDDLEBURG FL	\$448.00
Dec 23, 2021		CHIL'S OAKLEAF 1005 JACKSONVILLE FL	\$100.00
Dec 23, 2021		OUTBACK STEAKHOUSE ORANGE PARK FL	\$100.00
Dec 23, 2021		WINNING CONCEPTS USA ORANGE PARK FL	\$230.00
Dec 22, 2021		NTL SWIM POOL FOUNDA COLORADO SPRING CO	\$125.00
Dec 22, 2021		NTL SWIM POOL FOUNDA COLORADO SPRING CO	\$125.00
Dec 22, 2021		WAL-MART SUPERCENTER JACKSONVILLE FL	\$448.00

Industrial Products Supply  
 1701 S. W. 10th Street  
 Ocala, FL 32209  
 (352) 341-1111

\*\*  
 irts  
 le, FL 32204  
 134-1715



Bank ID: 6011  
 Acct and ID: 8700  
 Term ID: 000

11:29:26

DATE	INVOICE
01/14/22	209559

Sale

\*\* INVOICE \*\*

XXXXXXXXXXXX0052  
 AWEA

Entry Method: Chip

Total: \$ 368.53

S  
H  
I  
P  
T  
O

01/14/22 10:58:40  
 Inv #: 006020 Appr Code: 820745  
 Apprvd: OnLine Batch#: 013001  
 Retrieval Ref #: 000000b

APPLICABLE TAXES  
 010 - 000000000000000000  
 751 - 1800  
 100 - 000000000000000000

Customer Care  
 1-800-999-9999

TAX JURISDICTION NO./DESCRIPTION		TAX EXEMPT	
0001 FLORIDA/DUVAL			
JOB NUMBER	CUSTOMER ORDER NUMBER	SALES ORDER	CLM. TERM
C-UP		0	03
QUANTITY	SHIPPED	DESCRIPTION	UNIT PRICE
AMOUNT			
1.00	1.00	10" TEST-BALL PLUG	342.82
			457.09
			Rt1
			342.82

SALES AMOUNT	SALES TAX	FREIGHT	CODE	DEPOSIT	CASH	CODE	AMOUNT
342.82	25.71				368.53	3	00

NO RETURNS WITHOUT WRITTEN AUTHORIZATION. A MINIMUM 15% RESTOCKING CHARGE WILL BE MADE ON ALL RETURNS ACCEPTED.  
 Existing taxes of any additional lines levied by any governmental authority on products herein named, shall be for the account of buyer.  
 A service charge of 1.5% per month will be made on all past due accounts.  
 Purchaser is liable for all tag it costs if this account is placed for collection.  
 A minimum billing of \$25.00 is in effect on all charges.

↑  
 PLEASE PAY  
 THIS AMOUNT



# Order # 1002453556



POWERED BY MOOD:

Order Date: Jan 15, 2022

## Items Ordered

## Items Ordered

<u>Product Name</u>	SKU	Price	Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95	<ul style="list-style-type: none"><li>• Ordered1</li><li>• Shipped1</li></ul>	\$26.95
				\$26.95
			<b>Grand Total (Excl.Tax)</b>	<b>\$26.95</b>
			Tax	\$0.00
			<b>Grand Total (Incl.Tax)</b>	<b>\$26.95</b>

## Order Information

### Shipping Address

Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065

### Billing Address

Oakleaf Plantation  
475 W Town Pl

### Payment Method

Credit Card

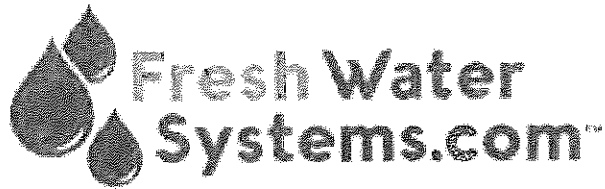
## Credit Card

**Credit Card Type**

American Express

**Credit Card Number**

XXXX-6056



This email is to confirm your order on 01/17/2022. Your order number is **WEBFWS100272156**.

**Billing Address:**

Jay Soriano  
475 west town place  
St. Augustine, Florida 32092  
United States

**Shipping Address:**

Jay Soriano  
370 Oakleaf Village Parkway  
Orange Park, Florida 32065  
United States

**Order Details:**



**Neo-Pure NP-EWS Elkay Compatible  
Replacement Filter - Single**

Part Number: NP-EWS  
Quantity: 7  
Total: \$42.13

**Subtotal: \$294.91**  
**FL COUNTY TAX: \$4.42**  
**FL STATE TAX: \$17.69**  
**Shipping: \$0.00**  
**Total: \$317.02**



IONOS Inc.  
 701 Lee Road  
 Suite 300  
 Chesterbrook, PA 19087  
 USA

Jay Soriano  
 370 Oakleaf Village Pkwy

Orange Park, FL 32065-4259  
 UNITED STATES

Invoice Date: 01/07/2022  
 Invoice: 202036413444  
 Contract: 85644648  
 Customer ID: 270980442  
 Help Center: [ionos.com/help](https://ionos.com/help)  
 My IONOS: [my.ionos.com/invoices](https://my.ionos.com/invoices)  
 Phone support: 1-877-300-8316  
 E-mail support: [billing@ionos.com](mailto:billing@ionos.com)  
 Service hours: 24/7

Please have your personal phone PIN available for quick and secure authentication when speaking with our agents. You can set and manage this by logging in to [my.ionos.com](https://my.ionos.com).

## Invoice Summary (MyWebsite Creator+)

Billing period starting: 01/06/2022

Item	Service	Unit Price	Units	Taxable Portion	Total
1	Basic Fee 01/06/2022-02/06/2022	\$18.00 a month	1 mo.	\$0.00	\$18.00
<b>Net Total</b>					<b>\$18.00</b>
<b>Net (non-taxable portion)</b>					<b>\$18.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total</b>					<b>\$18.00</b>

Please **DO NOT** send cash, check or money order

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice? Please refer to your Help Center or log in to [my.ionos.com](https://my.ionos.com) for further information.

# MOOD: pandora®

Order # 1002453557

Complete  
Order Date: January 15, 2022

Items Ordered

Items Ordered

Product Name	SKU	Price	Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95	• Ordered 1	\$26.95
			Subtotal	\$26.95
			Shipping & Handling	\$0.00
			<b>Grand Total (Excl.Tax)</b>	<b>\$26.95</b>

**Shipping Address**  
Oakleaf Plantation  
Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065

**Billing Address**  
Oakleaf Plantation  
GMS LLC  
475 W Town Pl  
orange park, Florida, 32065

**Payment Method**  
Credit Card

Credit Card

**Credit Card Type** American Express  
**Credit Card Number** XXXX-6056



Chili's Grill & Bar  
Oakleaf #1404  
9530 Applecross Rd..  
Jacksonville, FL 32222



Server: Heather 12/23/2021  
Walk in /1 3:33 PM  
Guests: 0 50011  
Reprint #: 2

EAT-EARN-REDEEM  
www.Dine-Rewards.com

GIFT CARD 50.00  
XXXXXXXXXXXX3349  
Tran:014772  
Auth:153469  
GIFT CARD 50.00  
XXXXXXXXXXXX9390  
Tran:015218  
Auth:140978  
\$10 BONUS 10.00  
XXXXXXXXXXXX2694  
Tran:197012  
Auth:634705  
\$10 BONUS 10.00  
XXXXXXXXXXXX6066  
Tran:283832  
Auth:479801  
\$10 Bonus Comp -20.00  
Subtotal 100.00  
Total 100.00  
VISA #XXXXXXXXXX8036 100.00  
Auth:143435  
Balance Due 0.00

0053 Table 99 #Party 1  
PEYTON T SvrCk: 9 1:00p 12/23/21

2 OPEN \$ GIFT CARD 100.00  
2 \$10 PROMO 0.00

Sub Total: 100.00  
12/23 1:01p TOTAL: 100.00

Gift Card Activations:  
# OF CARDS: 4 TOTAL AMT: 100.00  
ACT: XXXXXXXXXXXX6837 AMT: 50.00  
A#:005000 BAL: 50.00  
ACT: XXXXXXXXXXXX5568 AMT: 0.00  
A#:001000 BAL: 10.00  
ACT: XXXXXXXXXXXX2919 AMT: 50.00  
A#:005000 BAL: 50.00  
ACT: XXXXXXXXXXXX0792 AMT: 0.00  
A#:001000 BAL: 10.00

\*\*\*\*\*

FOR CONTACTLESS PAYMENT:  
USE THE OUTBACK APP OR VISIT  
OUTBACK.COM/PAY AND ENTER  
THE FOLLOWING PAYMENT CODE:

JCSWKQ

Want free Chips and Salsa  
or a drink, every visit?  
Chilis.com/Rewards

-----  
Gift Card activation is  
delayed by 4 hours.

## Your purchase details

**Your Transaction ID:**  
0JB38489RR7056629

**Merchant Transaction ID:**  
3R771670619886624

**Purchase Date:**  
January 14, 2022

**Payment to:**  
lingzhi wang  
[lingzhi18@gmail.com](mailto:lingzhi18@gmail.com)

**Payment from:**  
Jay Soriano  
[jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)

**Shipping Address**  
Jay Soriano  
370 Oakleaf Village Parkway  
Orange Park, FL  
32065, United States

**Quantity: 1**

**Item:** Replacement for Toshiba PA3634U-1BAS Laptop Battery[Item ID:114309]

**ID Number:** 202201130951

**Price:** \$84.31 USD

—

Subtotal \$84.31 USD

**Total \$84.31 USD**

You paid using: American Express x-8052

This credit card transaction will appear on your statement as PAYPAL \*LINGZHI18.



Thank you for your recent purchase with PHTA, we sincerely appreciate your support. Please review the information listed below and let us know immediately if anything appears to be inaccurate. FYI - Did you know that you can update your contact information by visiting [www.phta.org](http://www.phta.org)? Accurate contact information is essential for PHTA to keep you up to date on important issues that affect your business.

**Invoice Date:** 8/24/2021  
**Invoice #:** INV-84892-H6M4W9  
**Bill To:** Soriano, Javier

**Bill To Address**  
 Javier Soriano  
 370 Oakleaf Village Pkwy  
 Orange Park, FL 32065

**Ship To Address**  
 Javier Soriano  
 370 Oakleaf Village Pkwy  
 Orange Park, FL 32065

Description	Quantity	Price	Charges
12/31/2022 Instructor Authorization Fee	1.00	\$125.00	\$125.00
<b>Total Charges:</b>			<b>\$125.00</b>
<b>Discount Amount:</b>			<b>\$0.00</b>
<b>Sales Tax:</b>			<b>\$0.00</b>
<b>Order Amount:</b>			<b>\$125.00</b>
<b>Payment &amp; Adjustments:</b>			<b>\$125.00</b>
<b>Balance Due</b>			<b>\$0.00</b>



**POOL &  
HOT TUB  
ALLIANCE**

Thank you for your recent purchase with PHTA, we sincerely appreciate your support. Please review the information listed below and let us know immediately if anything appears to be inaccurate. FYI - Did you know that you can update your contact information by visiting [www.phta.org](http://www.phta.org)? Accurate contact information is essential for PHTA to keep you up to date on important issues that affect your business.

12/31/2022 PHTA Instructor - Category	1.00	\$125.00	\$125.00
3, PHTA Instructor			
		<b>Total Charges:</b>	<b>\$125.00</b>
		<b>Discount Amount:</b>	<b>\$0.00</b>
		<b>Sales Tax:</b>	<b>\$0.00</b>
		<b>Order Amount:</b>	<b>\$125.00</b>
		<b>Payment &amp;</b>	<b>\$125.00</b>
		<b>Adjustments:</b>	
		<b>Balance Due</b>	<b>\$0.00</b>



# PAINTS

SOLD TO: 316807860000  
 GMS  
 370 OAKLEAF VILLAGE PKWY  
 ORANGE PARK, FL 32065  
 (904)562-0249

CUST PO#:  
 CUST JOB:

SHIP TO:  
 JAY, SORIANO  
 370 OAKLEAF VILLAGE PKWY  
 ORANGE PARK, FL 32065  
 (904)562-0249

STORE# 8180  
 8180-JACKSONVILLE 52  
 445 PARK STREET  
 JACKSONVILLE, FL 32204  
 PH: (904)353-4446 FX: (904)355-3268  
 HOURS: MON-FRI 7:00 AM-5:00 PM  
 SAT 8:00 AM-12:00 PM

PAF8180@PPG.COM

**INVOICE**  
 #818002086775



818002011422086775

DATE: 01/14/2022 TIME: 12:06 PM  
 STORE REP: DANIEL L  
 SALES REP: OPB-SALES J  
 PAGE 1 OF 1

QTY	ITEM#	DESCRIPTION	PRICE	AMOUNT
2	95-3314/01	DURETHANE DTM Black Comp A	\$70.00	\$140.00
1	95-3300/01 _cobalt blue	DURETHANE DTM Neutral Base Comp A	\$70.00	\$70.00
3	95-339/04	DURETHANE DTM Comp B	\$25.00	\$75.00

**TERMS:**

Freight will be charged on orders, blinds, and wall covering books. Special merchandise in good condition is eligible for 75% refund w/ original invoice within 60 days. Tinted merchandise cannot be returned. Non-tinted merchandise in good condition may be returned w/ original invoice w/in 60 days. Qualifying returns will be made in the same form of payment as original purchase. PPG reserves the right to make large cash returns by check w/in 10 business days. A service fee will be charged on returned checks. PPG understands, and Buyer represents that the products sold will be used for commercial or home painting, and will not be used for Nuclear, Chemical or Biological weapons facilities or activities including painting any such items or facilities. Buyer agrees to notify PPG immediately if Buyer becomes aware of any change in the end use of the products. Browse global employment opportunities at [na.careers.ppg.com](http://na.careers.ppg.com). Let us know how we're doing - visit [ppgpaintssurvey.com](http://ppgpaintssurvey.com) to give your feedback!

I agree to pay \$306.38 in accordance with my cardholder agreement.

BCard: \*\*\*\*\*8052 AMERICAN\_E AUTH#: 559342 Tran Amt: \$306.38 XPRESS

SUBTOTAL:	\$285.00
LABOR:	\$0.00
FREIGHT:	\$0.00
ECO FEE:	\$0.00
SALES TAX:	\$21.38
<b>INVOICE TOTAL:</b>	<b>\$306.38</b>
AMERICAN EXPRESS:	\$306.38
TOTAL TENDERED:	\$306.38
PENDING AMT:	\$0.00
DUE TO CUSTOMER:	\$0.00

**THANK YOU FOR SHOPPING AT PPG!**

JAY SORIANO



# Recurring Statement

**Account Number:** (904) 770-4650  
**Statement Date:** 01/02/2022  
**Subscription Name:** RingCentral MVP Standard  
**Reference #:** 4203583002

**Bill To:**  
 Jay Soriano  
 Oakleaf Plantation  
 475 west town place ste 114  
 St Augustine, FL 32092 . USA

## Statement Summary

**Total Current Charges**

**\$174.81**

Your credit card ending in [8052] was charged \$174.81.

## Charges and credits

Period	Description	Unit Price	Quantity	Amount
01/02/2022 - 02/01/2022	MVP Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
01/02/2022 - 02/01/2022	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
01/02/2022 - 02/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2022 - 02/01/2022	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
01/02/2022 - 02/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2022 - 02/01/2022	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
01/02/2022 - 02/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2022 - 02/01/2022	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
01/02/2022 - 02/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
01/02/2022 - 02/01/2022	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
01/02/2022 - 02/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
<b>Charges after Discounts and Prorates:</b>				<b>\$134.90</b>
<b>Total Charges:</b>				<b>\$134.90</b>
<b>Total Taxes and Fees*:</b>				<b>\$39.91</b>
<b>Total Charged to Credit Card:</b>				<b>\$174.81</b>

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 Virus-free. [www.avu.com](http://www.avu.com)

Give us feedback @ survey.walmart.com  
Thank you! ID #:70F60C2FKHXW



SUPERCENTER  
904-365-2555 Mgr: BRIAN  
ST# 06979 DP# 001959 TE# 67 TR# 05832  
65 HISENSETV 088814300955 448.00 0  
SUBTOTAL 448.00  
TOTAL 448.00  
AMEX TEND 448.00  
AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*0 052 1 0  
APPROVAL # 836144  
REF # 135600657843  
TRANS ID - 001454779584489  
ATD A000000025010801  
AAC 037F39C3993CD93C  
TERMINAL # SC010942  
12/22/21 11:49:48  
CHANGE DUE 0.00  
# ITEMS SOLD 1  
TC# 2619 2640 5401 5873 7315 9



Give them the gift  
of membership  
Scan to gift today.

12/22/21 11:50:00  
\*\*\*CUSTOMER COPY\*\*\*  
\*\*\*\*\* RETURN & EXCHANGE POLICY \*\*\*\*\*  
Electronics may be returned  
for refund or exchange with receipt  
WITHIN 30 days  
\*\*\*\*\*

Give us feedback @ survey.walmart.com  
Thank you! IO #:7QFGM14TKLJ



904-214-9411 Mgr: COREY  
1580 BRAMAN FIELD RD  
MIDDLEBURG FL 32068  
STM 03308 OPN 003581 YEN 67 TRN 04921  
65 HISENSETV 888814303955 440.00 0  
SUBTOTAL 440.00  
TOTAL 440.00  
AMEX TEND 440.00  
AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*8 052 I 0  
APPROVAL # 813774  
REF # 136208030432  
TRANS ID - 001458495116484  
AID 8000600025010801  
ARC E76607F80B152C1F  
TERMINAL # SC010679

12/28/21 14:49:11  
CHANGE DUE 0.00  
# ITEMS SOLD 1

TCN 6977 6772 3862 1955 5081 8



Give them the gift  
of membership  
Scan to gift today.

12/28/21 14:49:20  
\*\*\*CUSTOMER COPY\*\*\*  
\*\*\*\*\* RETURN & EXCHANGE POLICY \*\*\*\*\*  
Electronics may be returned  
for refund or exchange with receipt  
WITHIN 30 days  
\*\*\*\*\*





**WINNING  
CONCEPTS USA, INC.**

950-19 Blanding Blvd.  
Orange Park, FL 32065  
(904) 272-9784  
(904) 272-9787 FAX

**Invoice**

Date	Invoice #
12/17/2021	35399

Bill To
Oakleaf Tennis

Ship To
---------

Quantity	Description	Amount
23	Embroider logo on 23 Logo will be leaf and Oakleaf only On 23 supplied fleece jackets All to be done in white thread Contact Jay 904-272-9784	230.00

WINNING CONCEPTS USA INC  
950 BLANDING BLVD  
ORANGE PARK FL 32065  
904-272-9784

Terminal ID: \*\*\*\*\*261 \*\*\*3  
12/23/21 1:53 PM

AMERICAN EXPRESS - INSERT  
AID: A000000025010801  
ACCT #: \*\*\*\*\*8052

CREDIT SALE  
UID: 135713172178 REF #: 1322  
BATCH #: 261 AUTH #: 820049

DESCRIPTION :  
AMOUNT \$230.00

**APPROVED**  
ARQC - 70FEF9ECC3CD8EA  
ALL SALES FINAL  
NO REFUNDS  
CUSTOMER COPY

We impose a surcharge of 3.5% on the transaction amount on credit card products, which is not greater than our cost of acceptance. We do not surcharge debit cards, prepaid cards or gift cards.	<b>Total</b>	\$230.00
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	\$230.00

**Governmental Management Services, LLC**  
 1001 Bradford Way  
 Kingston, TN 37763

# Invoice

**Invoice #:** 2264  
**Invoice Date:** 4/29/22  
**Due Date:** 4/29/22  
**Case:**  
**P.O. Number:**

**Bill To:**  
 Double Branch CDD  
 475 West Town Place  
 Suite 114  
 St. Augustine, FL 32092

Description	92B Hours/Qty	Rate	Amount
2.320.572.4100 - Phones - February 2022		87.40	87.40
2.320.572.49300 - Permits / Licenses - February 2022		26.95	26.95
2.320.572.63100 - Repair and Replacements - February 2022		232.34	232.34
2.320.572.49400 - Special Events - February 2022		49.63	49.63
2.320.572.62000 - Rec. Passes - February 2022		241.87	241.87
2.320.572.5100 - Office Supplies - February 2022		68.94	68.94

RECEIVED AUG 17 2022

RECEIVED AUG 17 2022

<b>Total</b>	<b>\$707.13</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$707.13</b>

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Feb 18, 2022

Totals by GL

**Double Branch: \$707.13**

2.320.572.4100 (DB Phones) – \$87.40  
2.320.572.49300 (DB permits/ licenses) – \$26.95  
2.320.572.63100 (DB Repair and Replacements) - \$232.34  
2.320.572.49400 (DB Special Events) – \$49.63  
2.320.572.62000 (DB Rec. Passes) – \$241.87  
2.320.572.5100 (DB Office Supplies) – \$68.94

**Middle Village: \$1148.27**

2.330.572.4100 (MV Phones) – \$87.41  
2.310.513.49300 (MV permits/ licenses) – \$26.95  
34.600.538.64000 (MV repair & replacements) – \$232.36  
2.330.572.49400 (MV Special Events) – \$49.64  
2.330.572.51000 (MV Office Supplies) – \$68.94  
2.330.572.49300 (MV Rec Passes) – \$241.87  
3.330.572.34400 (MV Tennis Maintenance) - \$441.10





**JAY SORIANO**  
Card Ending 6-63053

				Amount
01/29/22	HEAD/PENN RACQUET SPTS 586436 89608 85043	PHOENIX	AZ	\$441.10 ♦
02/02/22	RINGCENTRAL INC 4473618002 94002	888-898-4591	CA	\$174.81 ♦
02/04/22	PUBLIX 8636881188	ORANGE PARK	FL	\$6.48 ♦
02/04/22	WAL-MART SUPERCENTER 3308 3308 DISCOUNT STORE	MIDDLEBURG	FL	\$58.80 ♦
02/05/22	PUBLIX #128 00000128 8636881188	JACKSONVILLE	FL	\$33.99 ♦
02/07/22	24HOURWRISTBANDS.COM - IMPRINT.COM IMABC100C232 77083 APPAREL HSWRS/ACC.	+1 (877) 508-4569	TX	\$178.20 ♦
02/08/22	DROPBOX*Q9MKFD6S9WTJ 4159867057	SAN FRANCISCO	CA	\$119.88 ♦
02/09/22	VISTAPR*VISTAPRINT.COM PRINTING	866-8936743	MA	\$89.65 ♦
02/09/22	1&1 KONOS 610-560-1589	<a href="https://www.1and1.com">https://www.1and1.com</a>	PA	\$18.00 ♦
02/10/22	WAL-MART SUPERCENTER 3308 3308 DISCOUNT STORE	MIDDLEBURG	FL	\$77.16 ♦
02/10/22	TIGERDIRECTFORBUSI R4953123 90245 COMPUTER SOFTWARE STORES	EL SEGUNDO	CA	\$483.74 ♦
02/11/22	BUGGIES UNLIMITED 0655 904-421-3003	JACKSONVILLE	FL	\$119.69 ♦
02/15/22	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95 ♦
02/15/22	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95 ♦

Continued on next page

Hi Jay Soriano,

Thank you for placing your order with 24HourWristbands.Com!

**Purchasing Information:**

**Email Address:** [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

**Billing Address:**

Jay Soriano  
475 W Town Pl  
St Augustine, FL 32092

**Shipping Address**

Jay Soriano  
370 Oakleaf Village Pkwy  
orange park, FL 32065

**Order Number:** IMABC100C232

**Payment Method:**

**Order Subtotal:** \$198.00

**Coupon Discount:** -\$19.80 (AUTO10)

**Order Total:** \$178.20

Product Description	Quantity	Total
<b>In Stock Tyvek Wristbands</b>	40	\$198.00
Details: Shipping Time: Standard Shipping - 7 Days (FREE)		

Thanks again for shopping with us.

24HourWristbands.Com  
14550 Beechnut St.  
Houston, TX 77083  
Sale: 1-855-711-4467  
Customer Service: 281-786-3764  
<https://24hourwristbands.com>



Virus-free. [www.avg.com](http://www.avg.com)

# Invoice

BUGGIES UNLIMITED  
6358 Paysphere Circle  
CHICAGO, IL 60674

Invoice No.	75569565
Customer No.	W000185749

**To:**

DOUBLE BRANCH CDD  
475 W TOWN PL  
SUITE 114  
ST AUGUSTINE, FL 32092  
US

**Ship To:**

JAY SORIANO  
370 OAKLEAF VILLAGE PKWY STE 114  
ORANGE PARK, FL 32065  
US

SO#	F.O.B	Shipping Terms	Payment Terms	Due Date	Salesperson		
W9352173	SHIPPING POINT	PPD	Credit Card	Feb/14/2022	WEB		
Ship Date	Order Date	Ordered By		PO #	Resale #		
Feb/10/2022	Feb/10/2022			0			
Order Quantity	Shipped Quantity	Tax	Item Number Description	Warehouse	Unit Price	Tariff Surchg	Extended Price
1.00	1.00		02-077 Weight 7.00 GTW LIGHT KIT, HALOGEN EZ-GO T48 W/PREMIUM HARNESS	Jacksonville	\$125.99	\$0.00	\$125.99
			<b>TRACKING NUMBER</b>	<b>CARRIER</b>	<b>SERVICE</b>		
			1Z81WE290301578107	UPS	Ground		
<p>Thank you very much for your order! Please inspect the items in your order upon arrival. If there are any issues, please let us know within 30 days.</p>							

Print Date	Feb/10/2022
Print Time	5:55:50 PM
Page #	1 of 1

Product Subtotal \$	125.99
Total Tariff Surchg \$	0.00
Freight \$	0.00
Sales Tax \$	0.00
Discount Credit \$	6.30
Invoice Total \$	119.69

1.5% Interest charged on all accounts not paid by invoice due date

Total Weight 7.00

All amounts in US dollars

# Order # 1002496028



POWERED BY MOOD:

Order Date: Feb 15, 2022

## Items Ordered

## Items Ordered

Product Name	SKU	Price	Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95	<ul style="list-style-type: none"><li>• Ordered1</li><li>• Shipped1</li></ul>	\$26.95
				\$26.95
<b>Grand Total (Excl.Tax)</b>				<b>\$26.95</b>
Tax				\$0.00
<b>Grand Total (Incl.Tax)</b>				<b>\$26.95</b>

## Order Information

**Shipping Address**  
Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065

**Billing Address**  
Oakleaf Plantation  
475 W Town Pl

**Payment Method**  
Credit Card

## Credit Card

**Credit Card Type** American Express  
**Credit Card Number** XXXX-6056



Dropbox Inc.  
333 Brannan Street  
San Francisco, CA 94107  
United States  
[billing-support@dropbox.com](mailto:billing-support@dropbox.com)

## Receipt for admin@oakleafresidents.com

Payment	Date	Amount	
amex ending in 1057 approved	2/8/2022	\$119.88	
Description			Amount
Dropbox Pro - 1TB (2/8/2022 to 2/8/2023)			\$119.88
Total		\$119.88	

All amounts shown are in USD. This is not an invoice. No additional payment is required.



HEAD/Penn Racquet Sports  
306 South 45th Avenue  
Phoenix, AZ 85043-3913

Sold-to address

Middle Village CDD  
DBA Oakleaf Plantation  
475 Town Place West Ste 114  
SAINT AUGUSTINE FL 32092

Customer No. 715220

Invoice		5193368925	
Billing Date 01/28/2022	Ship Date 01/28/2022	Order Date 01/27/2022	Requested Date 01/27/2022
Terms Credit Card preauth.			Due Date
Order No. 5102957064	P.O. Number String / Grip	Order Entered By: OMS3_CPIC	
Salesrep: ELLIS, JEFF Order Placed By: R118			

Ship-to address  
Oakleaf Plantation  
370 Oakleaf Village Pwky  
ORANGE PARK FL 32065

Authorization no.:

156531 22012718433866

Material	Description	Size	Quantity	List Price	Discount %	Unit Price	Extended Price
281404	Velocity MLT (set) Item 10	17 NT	6 PC	8.40	8.000	7.73	46.38
281404	Velocity MLT (set) Item 10	17 BK	6 PC	8.40	8.000	7.73	46.38
281204	Hawk Touch (set) Item 20	17 AN	12 PC	12.75	8.000	11.73	140.76
281790	Lynx Tour Set Item 30	17 GR	12 PC	10.00	8.000	9.20	110.40
285651	Prime Tour 50 pcs clear Poly WH Item 40		1 PAC	48.00	8.000	44.16	44.16
285651	Prime Tour 50 pcs clear Poly BK Item 40		1 PAC	48.00	8.000	44.16	44.16

Total Number of Units 38

**Shipping Information**  
Packing Slip, BOL: 5183258737  
Shipping Terms: FOB Origin  
Shipment Origin: BALTIMORE MD  
Shipped Via: FED EX GROUND (PPA)  
Gross Weight: 5.350 LB 2.427 KG

**Box Tracking Number**  
289180171703926

Total Number of Cartons 1

Items total	432.24	USD
Freight Charge	8.86	USD
Final amount	441.10	USD
Charged to your American Express *****052	441.10	USD
Balance Due	0.00	USD

We recommend all dealers use our Online Management Platform (OMS).  
This site allows you to see current stock of goods, place orders,  
track orders, and check invoices 24 hours a day!  
To receive your login information please email: [askus@us.head.com](mailto:askus@us.head.com)



IONOS Inc.  
 701 Lea Road  
 Suite 300  
 Chesterbrook, PA 19087  
 USA

Jay Soriano  
 370 Oakleaf Village Pkwy

Orange Park, FL 32065-4259  
 UNITED STATES

**Invoice Date:** 02/07/2022  
**Invoice:** 202036863776  
**Contract:** 85644648  
**Customer ID:** 270980442  
**Help Center:** [ionos.com/help](https://ionos.com/help)  
**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)  
**Phone support:** 1-877-300-8316  
**E-mail support:** [billing@ionos.com](mailto:billing@ionos.com)  
**Service hours:** 24/7

Please have your personal phone PIN available for quick and secure authentication when speaking with our agents. You can set and manage this by logging in to [my.ionos.com](https://my.ionos.com).

## Invoice Summary (MyWebsite Creator+)

Billing period starting: 02/06/2022

Item	Service	Unit Price	Units	Taxable Portion	Total
1	Basic Fee 02/06/2022-03/06/2022	\$18.00 a month	1 mo.	\$0.00	\$18.00
<b>Net Total</b>					<b>\$18.00</b>
<b>Net (non-taxable portion)</b>					<b>\$18.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total</b>					<b>\$18.00</b>

Please **DO NOT** send cash, check or money order

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice? Please refer to your Help Center or log in to [my.ionos.com](https://my.ionos.com) for further information.

# Order # 1002496029



POWERED BY MOOD:

Order Date: Feb 15, 2022

## Items Ordered

## Items Ordered

Product Name	SKU	Price	Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95	<ul style="list-style-type: none"><li>• Ordered1</li><li>• Shipped1</li></ul>	\$26.95
				\$26.95
<b>Grand Total (Excl.Tax)</b>				<b>\$26.95</b>
Tax				\$0.00
<b>Grand Total (Incl.Tax)</b>				<b>\$26.95</b>

## Order Information

**Shipping Address**  
Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065

**Billing Address**  
Oakleaf Plantation  
475 W Town Pl

**Payment Method**  
Credit Card

## Credit Card

**Credit Card Type** American Express  
**Credit Card Number** XXXX-6056

# Publix

Oakleaf Plantation Center  
9518 Argyle Forest Blvd  
Jacksonville, FL 32222  
Store Manager: Dave Lawson  
904-317-5755

PUB ED PLATE 6-7/8	2.59	T
PUB ED PLATE 6-7/8	2.59	T
PUB ED PLATE 6-7/8	2.59	T
PUB ED PLATE 6-7/8	2.59	T
EZ LOAF PAN	2.69	T
HER DBL CHOC SUNDA	1.33	F
HER CARAMEL SUNDAE	1.33	F
HER DBL CHOC SUNDA	1.33	F
HER DBL CHOC SUNDA	1.33	F
HER CARAMEL SUNDAE	1.33	F
HER CARAMEL SUNDAE	1.33	F
HERSHY STRBRY SYRP	2.99	F
HERSHY STRBRY SYRP	2.99	F
PUB MARSHMALLOWS		
1 @ 2 FOR 3.00	1.50	F
PUB MARSHMALLOWS		
1 @ 2 FOR 3.00	1.50	F
PUB MARSHMALLOWS		
1 @ 2 FOR 3.00	1.50	F
PUB MARSHMALLOWS		
1 @ 2 FOR 3.00	1.50	F
Order Total	33.01	
Sales Tax	0.98	
Grand Total	33.99	
Credit Payment	33.99	
Change	0.00	

\*\*\*\*\*

Receipt ID: 6845 3565 1147 1408 327

PRESTO!  
Trace #: 068634  
Reference #: 0114187419  
Acct #: XXXXXXXXXXXX3053  
Purchase American Express  
Amount: \$33.99  
Auth #: 815372

CREDIT CARD PURCHASE  
A00000025010801 AMERICAN EXPRESS  
Entry Method: Chip Read  
Mode: Issuer

Your cashier was Aiyanna  
02/05/2022 8:14 S0128 R106 0445 C0269

Join the Publix family!  
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Publix Super Markets, Inc.

# Publix

Oak Leaf Commons  
1075 Oakleaf Plantation Parkway  
Orange Park, FL 32065  
Store Manager: Jon Wright  
904-291-5108

BANANAS			
4.35 lb @ 0.69/ lb	3.00	F	
BANANAS			
5.05 lb @ 0.69/ lb	3.48	F	
Order Total	6.48		
Sales Tax	0.00		
Grand Total	6.48		
Credit Payment	6.48		
Change	0.00		

Receipt ID: 6510 8008 3725 2885 126

PRESTO!  
Trace #: 034585  
Reference #: 0111934996  
Acct #: XXXXXXXXXXXX3053  
Purchase American Express  
Amount: \$6.48  
Auth #: 845635

CREDIT CARD PURCHASE  
A00000025010801 AMERICAN EXPRESS  
Entry Method: Chip Read  
Mode: Issuer

Your cashier was Lee  
02/04/2022 19:07 S1169 R103 6177 C0215

Join the Publix family!  
Apply today at [apply.publix.jobs](http://apply.publix.jobs).  
We're an equal opportunity employer.



# Recurring Statement

## Account Information

**Account Number:** (904) 770-4650  
**Statement Date:** 02/02/2022  
**Subscription Name:** RingCentral MVP Standard  
**Reference #:** 4473618002

**Bill To:**  
Jay Soriano  
Oakleaf Plantation  
475 west town place ste 114  
St Augustine, FL 32092 USA

## Statement Summary

**Total Current Charges**

**\$174.81**

Your credit card ending in [8052] was charged \$174.81.

## Charges and credits

Period	Description	Unit Price	Quantity	Amount
02/02/2022 - 03/01/2022	MVP Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
02/02/2022 - 03/01/2022	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
02/02/2022 - 03/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
02/02/2022 - 03/01/2022	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
02/02/2022 - 03/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
02/02/2022 - 03/01/2022	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
02/02/2022 - 03/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
02/02/2022 - 03/01/2022	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
02/02/2022 - 03/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
02/02/2022 - 03/01/2022	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
02/02/2022 - 03/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
Charges after Discounts and Credits				\$134.90
<b>Total Charges:</b>				<b>\$134.90</b>
<b>Total Taxes and Fees*:</b>				<b>\$39.91</b>
<b>Total Charged to Credit Card:</b>				<b>\$174.81</b>



**Dear JAY SORIANO,**

Thank you for shopping at TigerDirect Business.

Here is your order shipment status.

**Shipping Summary**

**Order Number:** R4953123  
**Status:** Shipped Complete  
**Order Date:** Tue 02/08/2022  
**Invoice List:** R49531230101

**PO #:**  
**Customer #:** 0209208115  
**Purchaser:** JAY SORIANO

**Shipping Address:**  
JAY SORIANO  
GMS LLC  
370 OAKLEAF VILLAGE PKWY  
ORANGE PARK, FL - 32065

**Billing Address:**  
JAY SORIANO  
GMS LLC  
475 W TOWN PL  
ST AUGUSTINE, FL - 32092

**Payment Method:**  
American Express  
**Shipping Method:**  
UPS Ground

Product	Part #	MFR Part #	QTY	Shipping Status	Unit Price	Ext. Price
REF GR A DT PRECISION 3420 16GB 512GB S	20535344	JOY1- 5365-REF	1	Shipped	\$449.99	\$449.99

**Tracking Number**  
Box 1: [289633784011](#)

Sub-Total	\$449.99
Sales Tax	\$33.75
Shipping	\$0.00
<b>Total</b>	<b>\$483.74</b>

Please Note: This email was sent from an automated notification-only system that cannot accept incoming email. Please do not reply to this message. If you have questions regarding your order, contact Customer Service at 1-888-278-4437 or [Help Center](#).

[Contact us for Help](#)

Thanks again for shopping at TigerDirect Business.



Virus-free. [www.avi.com](http://www.avi.com)



[Add Vistaprint to your address book](#)

My Account: 6392-9544-1703

**THANK YOU FOR YOUR ORDER**

Your Order Number: **L4DZP-07A90-4Q9** • [Track It](#)

Hi Jay,

**Here are your order details:**

Order Date: **2/9/2022**

You can expect to receive items in your order by:

Embossed Gloss Business card - premium matte February 17

Payment Type : American Express

**Order Summary**

[Edit Your Design](#)

**Embossed Gloss Business cards - premium matte**

Signature Business Card

Qty: 1000

Base Price

~~\$84.00~~ **\$71.40**

Item Total

**\$71.40**

Merchandise: \$71.40

Shipping Charges: \$11.99

Sales Tax: \$6.26

**Total: \$89.65**

**Shipping To:**

Jay Soriano  
370 Oakleaf Village Pkwy  
orange park FL 32065

**Billed To:**

Jay Soriano  
475 W Town Pl  
St Augustine FL 32092

**Absolutely Guaranteed** Every time. Any reason. Or we'll make it right

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Vistaprint may change or cancel this offer at any time. See website for details.

Vistaprint, a Cimpress Company | 170 Data Drive | Waltham, MA 02451

PCI 8289104 PCO 912726 T 62



Week

us feedback @ survey.walmart.com  
ank you! ID #:TRDM73141765



904-214-9411 Mgr: COREY  
1680 BKNNG PLE RD  
MIDDLEBURG FL 32068

ST# 03308 OP# 004164 TE# 11 TR# 06464  
HP 952 BLAC 088929685808 35.88 0  
HP 952 BLAC 088929685808 35.88 0  
PAPER CLIPS 005050672614 1.64 0  
PAPER CLIPS 005050572374  
4 AT 1 FOR 0.94 3.76 0

SUBTOTAL 77.16  
TOTAL 77.16

AMEX TEND 77.16

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
APPROVAL # 829782  
REF # 204100223633  
TRANS ID - 001274356497487  
RID 000000025010091  
AAC 00563002EE98EB88  
TERMINAL # SC010838

02/10/22 08:58:56  
CHANGE DUE 0.00  
# ITEMS SOLD 7

TC# 4718 8044 9073 8097 7616



Give them the gift  
of membership  
Scan to gift today.

02/10/22 08:59:03  
\*\*\*CUSTOMER COPY\*\*\*

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RDL141PLN



904-214-9411 Mer: COREY  
1680 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308	OP# 003881	TE# 10	TR# 08769
DJ W/CALCIUM	007874235079	F	3.98 0
DJ W/CALCIUM	007874235079	F	3.98 0
DJ W/CALCIUM	007874235079	F	3.98 0
APPLE 5 BAG	068113143055	F	6.97 0
APPLE 3 BAG	068113143050	F	4.67 0
APPLE 3 BAG	068113143052	F	6.97 0
APPLE 3 BAG	068113143052	F	6.97 0
APPLE 3 BAG	068113143050	F	4.67 0
WHIP CREAM	004190007921	F	6.83 0
HALF HALF	003450063202	F	2.84 0
GV WHIPTOP	007874201711	F	2.98 0
GV WHIPTOP	007874201711	F	2.98 0
GV WHIPTOP	007874201711	F	2.98 0
SUBTOTAL			58.80
TOTAL			58.80
AMEX TEND			58.80

AMERICAN EXPRESS \*\*\* \*\*\*\*\* 053 I 0  
APPROVAL # 873056  
REF # 203500773691  
TRANS ID - 001479582816489  
AID A000000025010801  
AAC F2F970702CC3D960  
TERMINAL # SC010448

02/04/22 17:43:28  
CHANGE DUE 0.00  
# ITEMS SOLD 13  
TC# 4993 1738 2606 1226 2363



Give them the gift  
of membership  
Scan to gift today.

02/04/22 17:43:39  
\*\*\*CUSTOMER COPY\*\*\*

**Governmental Management Services, LLC**  
 1001 Bradford Way  
 Kingston, TN 37763

# Invoice

**Invoice #:** 2265  
**Invoice Date:** 4/29/22  
**Due Date:** 4/29/22  
**Case:**  
**P.O. Number:**

**Bill To:**  
 Double Branch CDD  
 475 West Town Place  
 Suite 114  
 St. Augustine, FL 32092

Description	92B Hours/Qty	Rate	Amount
2.320.572.4100 - Phones - March 2022		87.40	87.40
2.320.572.49300 - Permits / Licenses - March 2022		41.94	41.94
2.320.572.63100 - Repairs and Replacements - March 2022		1,012.88	1,012.88
2.320.572.49400 - Special Events - March 2022		175.42	175.42
2.320.572.5100 - Office Supplies - March 2022		192.48	192.48

RECEIVED AUG 17 2022

<b>Total</b>	<b>\$1,510.12</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$1,510.12</b>

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Mar 19, 2022

Totals by GL

**Double Branch: \$1510.12**

2.320.572.4100 (DB Phones) – \$87.40  
2.320.572.49300 (DB permits/ licenses) – \$41.94  
2.320.572.63100 (DB Repair and Replacements) – \$1012.88  
2.320.572.49400 (DB Special Events) – \$175.42  
2.320.572.5100 (DB Office Supplies) – \$192.48

**Middle Village: \$1204.22**

2.330.572.4100 (MV Phones) – \$87.41  
2.310.513.49300 (MV permits/ licenses) – \$41.95  
34.600.538.64000 (MV repair & replacements) – \$706.96  
2.330.572.49400 (MV Special Events) – \$175.42  
2.330.572.51000 (MV Office Supplies) – \$192.48

Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – Mar 19, 2022

Purchase Date	Vender	Amount	Description	GL Account	Middle Village	GL	Double Branch	Total
2/24/2022	Boathouse marine	102.85	Repair and Replacement	2.320.572.49400	51.43	2.320.572.63100	51.42	102.85
2/24/2022	Cable Wholesale	59.84	Repair and Replacement	34.600.538.64000	29.92	2.320.572.63100	29.92	59.84
2/25/2022	Inyo Pool prod.	221.74	Repair and Replacement	34.600.538.64000	110.87	2.320.572.63100	110.87	221.74
2/25/2022	Buggies unlmtd	408.45	Repair and Replacement	34.600.538.64000	204.23	2.320.572.63100	204.22	408.45
3/2/2022	RingCentral	174.81	Phones	2.330.572.4100	87.41	2.320.572.4100	87.4	174.81
3/4/2022	Darsco	305.95	Repair and Replacement			2.320.572.63100	305.95	305.95
3/6/2022	I&I Ionos	144	Repair and Replacement	34.600.538.64000	72	2.320.572.63100	72	144
3/9/2022	Pinch a Penny	25.78	Repair and Replacement	34.600.538.64000	12.89	2.320.572.63100	12.89	25.78
3/9/2022	I&I Ionos	18	Repair and Replacement	34.600.538.64000	9	2.320.572.63100	9	18
3/10/2022	Walmart	182	Repair and Replacement	34.600.538.64000	91	2.320.572.63100	91	182
3/10/2022	Office Max	384.96	Office Supplies	2.330.572.51000	192.48	2.320.572.5100	192.48	384.96
3/10/2022	Swank	295	Special Event	2.310.513.49300	147.5	2.320.572.49400	147.5	295
3/10/2022	Harbor Freight	92.42	Repair and Replacement	34.600.538.64000	46.21	2.320.572.63100	46.21	92.42
3/11/2022	Walmart	158.81	Repair and Replacement	34.600.538.64000	79.41	2.320.572.63100	79.4	158.81
3/15/2022	Mood/Pandora	26.95	Permits/Licenses	2.310.513.49300	26.95			26.95
3/15/2022	Mood/Pandora	26.95	Permits/Licenses			2.320.572.49300	26.95	26.95
3/18/2022	Walmart	55.84	Special Event	2.330.572.49400	27.92	2.320.572.49400	27.92	55.84
19-Mar	Angislist	\$29.99	Permits/Licenses	2.310.513.49300	\$15.00	2.320.572.49300	\$14.99	\$29.99
Totals		2714.34			\$1,204.22		1510.12	2714.34

Card Ending 6-63053

				Amount
02/21/22	BOATHOUSE DISCOUNT 0000 904-778-7775	JACKSONVILLE	FL	\$102.85
02/24/22	CABLEWHOLESALE USD 9254550800	LIVERMORE	CA	\$59.84
02/25/22	INYO POOL PRODUCTS 0001181542 32065 POOL/PATIO/SPA/SPLY	(877)972-6038	FL	\$221.74
02/25/22	BUGGIES UNLIMITED 0655 904-421-3003	JACKSONVILLE	FL	\$408.45
03/02/22	RINGCENTRAL INC 4690948002 94002	888-898-4591	CA	\$174.81
03/04/22	DARSCO PLUMBING SUPPLY 000000001 9043535111	JACKSONVILLE	FL	\$305.95
03/06/22	1&1 IONOS 610-560-1589	https://www.ionos.com	PA	\$144.00
03/09/22	PINCHA PENNY - 242 000000001 9046999629	JACKSONVILLE	FL	\$25.78
03/09/22	1&1 IONOS 610-560-1589	https://www.ionos.com	PA	\$18.00
03/10/22	WAL-MART SUPERCENTER 6978 6978 DISCOUNT STORE	JACKSONVILLE	FL	\$182.00
03/10/22	OFFICE DEPOT #258 000000258 8004633768 PAPER,IMAGPRNT,10RM,8,5X11,WHIT PAD,PHONE MESSAGE,SPK,400/SETS TONER,BROTHER,IN880,BLACK	JACKSONVILLE	FL	\$384.96
03/10/22	SWANK MOTION PICTURES IN 93158769 631271 BUSINESS SERVICES	SAINT LOUIS	MO	\$295.00
03/10/22	HARBOR FREIGHT TOOLS 800-444-3953	JACKSONVILLE	FL	\$82.42
03/11/22	WAL-MART SUPERCENTER 3308 3308 DISCOUNT STORE	MIDDLEBURG	FL	\$158.81
03/15/22	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95
03/15/22	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95

Continued on next page



Business Green Rewards Card  
GMS LLC  
JAMES PERRY  
Closing Date 03/21/22

p. 5/9

Account Ending 8-84002

Detail Continued				Amount
03/18/22	WAL-MART SUPERCENTER 3308 3308 DISCOUNT STORE	MIDDLEBURG	FL	\$55.84
03/19/22	ANGI SUBSCRIPTION 888-828-5478 INDIANAPOLIS IN	INDIANAPOLIS	IN	\$29.99

SHELBY STEPHENS



Member ID: 31363707  
Purchase Date: 03/19/2022  
Jay Soriano  
475 W Town Pl Saint Augustine Fl 32092  
Product: Angie's List [\*\*Gold\*\*] Membership  
Total: \$29.99  
Payment Method: Credit Card - Amex...2055

**BOATHOUSE DISCOUNT**

**MARINE (JAX)**

5615 BLANDING BLVD  
JACKSONVILLE, FL 32244  
9047787775

BOATHOUSE DISCOUNT MARINE, JAX  
5615 BLANDING BLVD.  
JACKSONVILLE FL 32244  
H: 904-778-7775

Cashier: Boathouse

Transaction 308999

**Total \$102.85**

CREDIT CARD SALE \$102.85  
AMEX3053

Retain this copy for statement  
validation

24-FEB-2022 11:16:59A

\$102.85 | Method: EMV

AMERICAN EXPRESS

XXXXXXXXXXXX3053

JAY SORIANO

Reference ID: 205500658737

Auth ID: 804932

MID: \*\*\*\*\*7888

AID: A000000025010801

AuthNtwkNm: AMEX

SIGNATURE VERIFIED

Online: [https://clover.com/p/  
F4FCCDZXV20R0](https://clover.com/p/F4FCCDZXV20R0)

Payment F4FCCDZXV20R0

Clover Privacy Policy  
<https://clover.com/privacy>

Customer Receipt  
904562034 135769-11116  
MIDDLE VILLAGE CD  
475 W TOWN PL STE 107  
SAINT AUGUSTINE FL 32057

Date Salesperson  
02/24/2022 KLM  
Term Tax Number  
Cas. 204877781000

Meal 575-RM306K  
1 52.95 52.95  
248674

Tax 95% CRT 10.60Z  
2 24.95 49.90

Total 102.85

Change 0.00

AMEX

XXXXXXXXXXXX0000

Auth #

sig. cur

COPIES MAY BE APPLIED WITHIN  
30 DAYS W/RECEIPT NO RETURN  
ON EXPIRED COPIES



**DO NOT PAY  
THIS IS NOT A BILL**

**Sales order**

**BUGGIES UNLIMITED**

3510 Port Jacksonville Pkwy  
JACKSONVILLE, FL 32226  
US

Order No.	18027259
Customer No.	W000185749
Telephone	9045620249
FAX	

**To:**

JAY SORIANO  
475 W TOWN PL  
SUITE 114  
ST AUGUSTINE, FL 32092  
US

**Ship To:**

DOUBLE BRANCH CDD  
370 OAKLEAF VILLAGE PARKWAY  
ORANGE PARK, FL 32065  
US

Ship Via	F.O.B	Shipping Terms	Order Date	Salesperson		
Econo-Grou	SHIPPING POINT	PPD	Feb/23/2022	Billy Butler		
Payment		Ordered By	PO #			
Credit Card						
Order Quantity	Back Ord Quantity	Item Number Description	Ware House	Unit Price	Tariff Surchg	Extended Price
1.00		01-148 GTW MACH3 Rear Flip Seat for E-Z-Go TXT - Black 1994.5-up Old Item # 01-009	Jacksonville	\$429.95	\$0.00	\$429.95

Print Date	Feb/23/2022
Print Time	6:00:02 PM
Page #	1 of 1

Subtotal \$	429.95
Tariff surcharge \$	0.00
Freight \$	0.00
Sales Tax \$	0.00
Discount Credit \$	21.50
Order Total \$	408.45

All amounts in US dollars



Dear Jay Soriano,

The following order has been received by our ordering department. The details of the order are below. If you have any questions about your order, you may e-mail [sales@cablewholesale.com](mailto:sales@cablewholesale.com) or call us at 1-888-212-8295 or 1-925-455-0800.

Order Number: OL-1631934

Ship To: Jay Soriano  
Company Name: GMS llc  
Address: 370 Oakleaf Village Pkwy  
Orange Park, FL 32065

Phone Number: 904-342-1441  
E-mail: [jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)  
Payment Method: American Express  
Ship Method: Online Promotional Shipping (CSU)  
Shipping Cost: 0.00

10W3-02310	Black NEMA 5-20P TO NEMA 5-15R, 12/	2	29.92	59.84
	3, 20 Amp, UL Listed, SJT, 10 foot			

Total:	59.84
Shipping:	0.00
Tax:	0.00
Grand Total:	59.84

Based on availability of the product you have chosen and your location, we expect this order to ship from our Livermore, CA warehouse.

Check us out on Facebook! Visit:  
<http://www.facebook.com/pages/CableWholesale/117410209487>

BRUCE'S PLUMBING SUPPLY  
 1700 STATE ROAD 3784  
 SEVENHILLS, FL 32204  
 (904) 231-5111

IC. \*\*  
 r Parts  
 nville, FL 32204  
 (904) 634-1715  
 :om



Book ID: 0411  
 Merchant ID: 5710  
 Term ID: 001

Sale

12:02:45

DATE	INVOICE
03/04/22	214299

XXXXXXXXXX3053  
 AMEX

Entry Method: Chip

Total: \$ 305.95

S  
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T  
O

\*\* INVOICE \*\*

03/04/22

11:11:48

Inv #: 000832

Appr Code: 891530

Approved: Online

Batch#: 063001

Related Ref. #: 0000001

WHOLESALE ADDRESS  
 810 S. GARDNER ST  
 FT. LAUDERDALE  
 FL 33304

Custom Car  
 1000 1000

TAX JURISDICTION NO. DESCRIPTION				TAX EXEMPT			
0.001 FLOOR TILE TRIUMVAL							
SHIP VIA	JOB NUMBER	CUSTOMER ORDER NUMBER	SALESPERSON	CLK	TERMS	QTY	PAGE
PICK-UP			0	02		0101	
QUANTITY	SHIPPED	DESCRIPTION	UNIT PRICE	AMOUNT			
20.00	20.00	6" PVC SCH40 PIPE PER	14.23	284.60			
			18.97	Rtl			

SALES AMOUNT	SALES TAX	FREIGHT	CODE	DEPOSIT	CASH	CODE	AMOUNT
284.60	21.35				305.95	3	00

↑  
 PLEASE PAY  
 THIS AMOUNT

NO RETURNS WITHOUT WRITTEN AUTHORIZATION. A MINIMUM 15% RESTOCKING CHARGE WILL BE MADE ON ALL RETURNS ACCEPTED.  
 Existing taxes or any additional taxes levied by any governmental authority on products herein named, shall be for the account of buyer.  
 A service charge of 1.5% per month will be made on all past due accounts.  
 Purchaser is liable for all legal costs if this account is placed for collection.  
 A minimum billing of \$25.00 is in effect on all charges.

# Order # 1002534547



POWERED BY MOOD:

Order Date: Mar 15, 2022

## Items Ordered

			Items Ordered		
Product Name	SKU	Price		Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95		<ul style="list-style-type: none"><li>• Ordered1</li><li>• Shipped1</li></ul>	\$26.95
					\$26.95
				<b>Grand Total (Excl.Tax)</b>	<b>\$26.95</b>
				Tax	\$0.00
				<b>Grand Total (Incl.Tax)</b>	<b>\$26.95</b>

## Order Information

### Shipping Address

Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065

### Billing Address

Oakleaf Plantation  
475 W Town Pl

### Payment Method

Credit Card

## Credit Card

**Credit Card Type**

American Express

**Credit Card Number**

XXXX-6056

# HARBOR FREIGHT

QUALITY TOOLS LOWEST PRICES

JACKSONVILLE WEST FL #00213  
8102 BLANDING BLVD. 27A  
JACKSONVILLE, FL 32244  
Telephone: (904) 573-9825

## SALE

Customer Name: Jay Soriano  
Customer Number: 888002359461

67657 RUBBER INSULATED CLAMP 1	\$5.99
57029 TARP EXTREME DUTY 12 X 20	\$39.99
57029 TARP EXTREME DUTY 12 X 20	\$39.99
Subtotal	\$85.97
Sales Tax %	\$6.45
<b>Total</b>	<b>\$92.42</b>

Please Retain for Your Records

American Express \$92.42  
Card No. XXXXXXXXXXXX3053  
Expiration Date XX/XX  
Auth. No. 837138

AMERICAN EXPRESS

Chip Read  
Signature Verified  
Mode: Issuer  
AID: A000000025010801  
TVR: 0000008000  
IAD: 0655010360A002  
TSI: F800  
ARC: 00

Please Retain for Your Records

Store: 00213 Reg: 01 Tran: 963482  
Date: 3/10/2022 12:32:06 PM Assoc: XXXXXX  
Ticket: 01963482

Item(s) Sold: 3  
Item(s) Returned: 0

Anna served you today.  
Thank you for shopping at  
JACKSONVILLE WEST FL #00213

Proof of Purchase Required for Returns/  
Exchanges Within 90 Days of Purchase.



## Order Confirmation

Hello, Jay! Thank you for placing an order with INYOpools.com!

Here is a summary of your purchase.

**Order Number:** 1282730

**Order Date:** 02/23/2022

### Order Items

Escutcheon Plate. Abs Wg (sp1041) 5545-0

Shipping: Ground

Qty: 20

Price: \$9.99

Total: \$199.80

### Your Shipping Information

Attn: Jay Soriano

GMS LLc

370 OAKLEAF VILLAGE

PKWY

ORANGE PARK, FL 32065

**Subtotal:** \$199.80

**Tax:** \$14.99

**Shipping:** \$6.95

**Handling:** \$0.00

**TOTAL:** \$221.74

**Payment:** AMEX



**IONOS Inc.**  
701 Lee Road, Suite 300  
Chesterbrook, PA 19087  
USA

IONOS Inc. · 701 Lee Road, Suite 300  
Chesterbrook, PA 19087 · USA

Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202037224269  
**Invoice Date:** 03/04/2022  
**Customer ID:** 270980442  
**Contract ID:** 48060001

**Help Center:** [ionos.com/help](https://ionos.com/help)  
**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**

David Ramsay  
✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)  
☎ 2673666050

## Invoice

Billing period starting: 02/25/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 48060001 - Expert</b>					
1	Basic Fee	\$14.00 a month	12 mo.	\$0.00	\$168.00
	02/25/2022-02/25/2023 oakleafresidents.com				
2	Special Offer	Special Offer		\$0.00	\$-24.00
	Discount for line-item 1				
<b>Net Total</b>					<b>\$144.00</b>
<b>Net (non-taxable portion)</b>					<b>\$144.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$144.00</b>

Please **DO NOT** send cash, check or money order

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice?  
Please refer to your Help Center or log in to [my.ionos.com](https://my.ionos.com) for further information.



**IONOS Inc.**  
701 Lee Road, Suite 300  
Chesterbrook, PA 19087  
USA

IONOS Inc. · 701 Lee Road, Suite 300  
Chesterbrook, PA 19087 · USA

Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202037320079  
**Invoice Date:** 03/07/2022  
**Customer ID:** 270980442  
**Contract ID:** 85644648

**Help Center:** [ionos.com/help](https://ionos.com/help)  
**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**

David Ramsay  
✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)  
☎ 2673666050

## Invoice

Billing period starting: 03/06/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 85644648 - MyWebsite Creator+</b>					
1	Basic Fee 03/06/2022-04/06/2022	\$18.00 a month	1 mo.	\$0.00	\$18.00
<b>Net Total</b>					<b>\$18.00</b>
<b>Net (non-taxable portion)</b>					<b>\$18.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$18.00</b>
Please <b>DO NOT</b> send cash, check or money order					

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice?  
Please refer to your Help Center or log in to [my.ionos.com](https://my.ionos.com) for further information.



# Order # 1002534548



POWERED BY MOOD:

Order Date: Mar 15, 2022

## Items Ordered

## Items Ordered

Product Name	SKU	Price	Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95	<ul style="list-style-type: none"><li>• Ordered 1</li><li>• Shipped 1</li></ul>	\$26.95
				\$26.95
<b>Grand Total (Excl. Tax)</b>				<b>\$26.95</b>
Tax				\$0.00
<b>Grand Total (Incl. Tax)</b>				<b>\$26.95</b>

## Order Information

**Shipping Address**  
Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065

**Billing Address**  
Oakleaf Plantation  
475 W Town Pl

**Payment Method**  
Credit Card

## Credit Card

**Credit Card Type** American Express  
**Credit Card Number** XXXX-6056

# Office DEPOT OfficeMax

JACKSONVILLE - (904) 778-4882  
03/10/2022 12:16 PM



V2VT3PUPAX3YR8XER

SALE	258-2-5706-1010698-21.11.2	
617206 PPR, IMAGEPRNT,	75.99SS	
Instant Savings	-26.00	
<b>You Pay</b>	<b>49.99SS</b>	
296471 PAD, PHN MESSAG	23.99SS	
Override - Bin Label Error		
<b>You Pay</b>	<b>23.99SS</b>	
486141 TNR, SPR, HGH, YL		
2 @ 155.49	310.98	
<b>You Pay</b>	<b>310.98SS</b>	
Subtotal:	384.96	
Sales Tax:	0.00	
Total:	384.96	
Amex 3053:	384.96	

AUTH CODE 815169  
TDS Chip Read  
AID A000000026010801 AMERICAN EXPRESS  
TVR 0000008000  
CVS No Signature Required

JAY SORIANO 60\*\*\*\*602

Tax Exemption Number 000600486993  
This is a legacy Office Max account  
and will expire at the end of the year  
Please submit a new Tax Exempt  
Application and Tax Exemption  
Certificate to receive a new number.

Total Savings:  
**\$27.60**

\*\*\*\*\*

**WE WANT TO HEAR FROM YOU!**

Visit [survey.officedepot.com](http://survey.officedepot.com)

and enter the survey code below:

**768P XT6Y Q7AH**

\*\*\*\*\*

**PINCH-A-PENNY  
POOL-PATIO-SPA**

The Perfect People For A Perfect Pool



Like Us on Facebook  
For Our Special Offers!

Pinch-A-Penny 242  
9715 Crosshill Blvd  
Suite #105  
Jacksonville, FL 32222  
Phone: 904-619-0939

**Sales Receipt**

Transaction #: 43306  
Account #: 9045620249  
Date: 3/9/2022 Time: 10:02:58 AM  
Cashier: CaiJa Register #: 1

BILL TO: Jay Sorianur

Item	Description	Amount
24321101	LUBETUBE 40Z LUBRICANT/ 2 @ \$11.99	\$23.98

Sub Total	\$23.98
Sales Tax	\$1.80
Total	\$25.78

SIDE TERMINAL Tendered	\$25.78
Change Due	\$0.00

\* 9 0 4 5 6 2 0 2 4 9 \*

Thank you for shopping  
Pinch A Penny 242  
We hope you'll come back soon!



## Recurring Statement

### Account Information

**Account Number:** (904) 770-4650  
**Statement Date:** 03/02/2022  
**Subscription Name:** RingCentral MVP Standard  
**Reference #:** 4690948002

**Bill To:**  
Jay Soriano  
Oakleaf Plantation  
475 west town place ste 114  
St Augustine, FL 32092 USA

### Statement Summary

**Total Current Charges**

**\$174.76**

Your credit card ending in [8052] was charged \$174.81.

### Charges and credits

Period	Description	Unit Price	Quantity	Amount
03/02/2022 - 04/01/2022	MVP Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
03/02/2022 - 04/01/2022	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
03/02/2022 - 04/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
03/02/2022 - 04/01/2022	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
03/02/2022 - 04/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
03/02/2022 - 04/01/2022	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
03/02/2022 - 04/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
03/02/2022 - 04/01/2022	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
03/02/2022 - 04/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
03/02/2022 - 04/01/2022	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
03/02/2022 - 04/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
Charges after Discounts and Prorates:				\$134.90
Total Charges:				\$134.90
Total Taxes and Fees*:				\$39.91
<b>Total Charged to Credit Card:</b>				<b>\$174.81</b>

**ORIGINAL INVOICE**

S  
H Jay Soriano  
I Operations Manager  
P Double Branch CDD  
370 Oakleaf Village Pkwy  
T Orange Park, FL 32065  
O



10795 WATSON ROAD  
ST. LOUIS, MISSOURI 63127-1012

INVOICE NO.	INVOICE DATE	CUSTOMER NUMBER
DB 3158769	03/09/22	0322280001
CUSTOMER P.O. NO.		SHIPPING METHOD
SHIP DATE	CODE	STATE
03/09/22	PARK	FL

**INVOICE  
IS DUE UPON  
RECEIPT**

**BILLING INQUIRIES (800) 876-5445  
SALES INQUIRIES (800) 876-5577  
OR FAX (314) 966-3472**

LATE PAYMENT CHARGE OF 1 1/2% PER MONTH WILL BE ADDED  
TO BALANCE UNPAID THIRTY DAYS AFTER INVOICE DATE

FEDERAL TAX I.D. 43-1382264

ORDER NO.	FILM NO.	FILM TITLE	PRICE
1884600-0001	0065331	WS DVD ENCANTO Planned Usage From: 03/11/22 to 03/11/22	295.00

In accepting the listed motion pictures for exhibition, the customer hereby agrees not to, or permit others to, (1) broadcast any motion picture or any part thereof over radio, cable, television or internet, (2) sell, lease or rent any motion picture to others; (3) cut or edit the motion picture in any way, (4) copy or duplicate all or any part of the motion picture; (5) delete or permit deletion of the copyright in any motion picture; or (6) otherwise use the motion picture in any manner or for any purpose not expressly licensed.

OFFICE	SALESPERSON		
COL	Kaitlyn Pollock		
		SHIPPING AND HANDLING	.00
		PAY THIS TOTAL	.00

When admission is charged, the customer hereby agrees to report gross admission receipts to Swank Motion Pictures, Inc. within 24 hours of the last play date.

**ALL MOTION PICTURE AND DIGITAL DEVICES MUST BE RETURNED ON THE DATE SHOWN ON YOUR PACKING SLIP**

**WE ACCEPT ALL MAJOR CREDIT CARDS: VISA, MASTERCARD, AMERICAN EXPRESS AND DISCOVER**



**PLEASE MAIL YOUR REMITTANCE AND MAKE CHECKS PAYABLE TO**

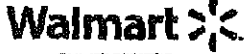
SWANK MOTION PICTURES, INC.  
2844 PAYSHERE CIRCLE, CHICAGO, IL 60674

**CUSTOMER COMMENTS**

Paid By Credit Card on 03-10-2022  
Thank You A7BBEBDBFC7 295.00  
XXXXXXXXXXXX3053

INVOICE DATE: 03/09/22  
  
CUSTOMER NO: 0322280001  
INVOICE NO: 3158769  
TOTAL DUE: .00

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RDVPH2FKC9H



SUPERCENTER  
904-365-2555 Mar: BRIAN

ST# 06978 OP# 001959 TEN 67 TR# 01387  
PRODUCT SERIAL # 1CR140MBB  
HP 24M FHD 019342453285 159.00 0  
3YR SVC PLAN 084375518356 23.00 0  
SUBTOTAL 182.00  
TOTAL 182.00  
AMEX TEND 182.00

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
APPROVAL # B36993  
REF # 206900710639  
TRANS ID - 001289223758481  
AID A000000025010801  
AAC CC44780662FB1882  
TERMINAL # SC010942

03/10/22 12:56:04  
CHANGE DUE 0.00  
# ITEMS SOLD 2  
TC# 2762 8089 1429 8047 4790 6



Become a  
member today  
Scan for 30-day free trial.

03/10/22 12:56:33  
\*\*\*CUSTOMER COPY\*\*\*

\*\*\*\*\*  
You purchased a Walmart Protection  
Plan, provided by Allstate. Your  
receipt is required to file a claim.  
Save the receipt digitally by scanning  
the barcode with the Walmart app  
or go to [www.walmart.com/protection](http://www.walmart.com/protection).  
To file a claim, go to  
[www.walmart.com/protection](http://www.walmart.com/protection) or call  
1-877-538-4389. Terms and conditions  
are available at checkout registers.  
\*Standard messaging & data rates  
apply.

\*\*\*\*\*  
\*\*\*\*\* RETURN & EXCHANGE POLICY \*\*\*\*\*  
Electronics may be returned  
for refund or exchange with receipt  
WITHIN 30 days  
\*\*\*\*\*

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RDZGM14THFS

Sweepster  
official  
of



904-214-9411 Mgr: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308	OP# 003927	TE# 16	TR# 02852	
EQ FF XL 10C	068113100672H			1.92 0
EQ FF XL 10C	068113100672H			1.92 0
EQ FF XL 10C	068113100672H			1.92 0
EQ FF XL 10C	068113100672H			1.92 0
EQ PLSTC 60C	068113100677H			1.08 0
EQ PLSTC 60C	068113100677H			1.08 0
EQ PLSTC 60C	068113100677H			1.08 0
EQ PLSTC 60C	068113100677H			1.08 0
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EQ PLSTC 60C	068113100677H			1.08 0
EQ PLSTC 60C	068113100677H			1.08 0
INSECTICIDE	004650003725			9.88 0
INSECTICIDE	004650003725			9.88 0
INSECTICIDE	004650003725			9.88 0
INSECTICIDE	004650003725			9.88 0
SUBTOTAL				66.84
TOTAL				66.84
AMEX TEND				66.84

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
 APPROVAL # 879116  
 REF # 207700382537  
 TRANS ID - 001290994546485  
 AID A000000026010801  
 AAC 95F518883F847967  
 TERMINAL # SC010220

03/18/22 12:22:37  
CHANGE DUE 0.00  
# ITEMS SOLD 16

TC# 4610 4159 8469 4089 1212



Become a member today  
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03/18/22 12:22:46  
\*\*\*CUSTOMER COPY\*\*\*

Give us feedback @ survey.walmart.com  
Thank you! ID #:7RDYR014TF4Y



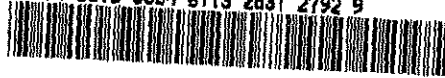
904-214-9411 Mgr: COREY  
1580 BRANAN FIELD RD  
MIDDLEBURG FL 32068

ST# 03308	OP# 004536	TE# 14	TR# 00656	
952SUPERCOMB	088989482465			120.89 0
PETERRAB2DVD	004339665670			12.96 0
ENCANTO BD	078693685383			24.96 0
SUBTOTAL				158.81
TOTAL				158.81
AMEX TEND				158.81

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
 APPROVAL # 834127  
 REF # 207000112334  
 TRANS ID - 001285684627482  
 AID A000000026010801  
 AAC 8C74C22CF67042A3  
 TERMINAL # SC010986

03/11/22 09:13:42  
CHANGE DUE 0.00  
# ITEMS SOLD 3

TC# 3615 8584 6113 2531 2792 9



Become a member today  
Scan for 30-day free trial.

03/11/22 09:13:52  
\*\*\*CUSTOMER COPY\*\*\*

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2266

Invoice Date: 4/29/22

Due Date: 4/29/22

Case:

P.O. Number:

**Bill To:**

Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	92B	Hours/Qty	Rate	Amount
2.320.572.4100 - Phones - April 2022			87.38	87.38
2.320.542.49300 - Permits / Licenses - April 2022			224.83	224.83
2.320.572.63100 - Repair and Replacements - April 2022			1,417.33	1,417.33
2.320.572.49400 - Special Events - April 2022			147.50	147.50
2.320.572.5100 - Office Supplies - April 2022			9.00	9.00
RECEIVED AUG 17 2022				
<b>Total</b>				<b>\$1,886.04</b>
<b>Payments/Credits</b>				<b>\$0.00</b>
<b>Balance Due</b>				<b>\$1,886.04</b>



Double Branch / Middle Village American Express Charges  
GMS Statement Closing Date – April 18, 2022

Totals by GL

**Double Branch: \$1918.54**

2.320.572.4100 (DB Phones) – \$87.38

2.320.572.49300 (DB permits/ licenses) – \$224.83

2.320.572.63100 (DB Repair and Replacements) - \$1417.33

2.320.572.49400 (DB Special Events) – \$147.50

2.320.572.5100 (DB Office Supplies) – \$9.00

**Middle Village: \$1536.44**

2.330.572.4100 (MV Phones) – \$87.38

2.310.513.49300 (MV permits/ licenses) – \$224.84

34.600.538.64000 (MV repair & replacements) – \$1035.22

2.330.572.49400 (MV Special Events) – \$147.50

2.330.572.51000 (MV Office Supplies) – \$9.00



**Detail Continued**

◆ - denotes Pay Over Time activity

				Amount
04/06/22	ADOBE ACROPRO SUBS Adobe Systems ADOBE.LY/ENUS	SAN JOSE	CA	\$14.99 ◆
04/06/22	ADOBE ACROPRO SUBS Adobe Systems ADOBE.LY/ENUS	SAN JOSE	CA	\$14.99 ◆
04/07/22	ADOBE ACROPRO SUBS Adobe Systems 8004438158	SAN JOSE	CA	\$16.99 ◆
04/12/22	PEOPLEVINE INC 312-543-3399	CHICAGO	IL	\$750.00 ◆
04/14/22	AT&T DATA CONNECT PASS W2G02 800-331-0500	8003310500	GA	\$35.00 ◆
04/19/22	ADOBE ACROPRO SUBS Adobe Systems ADOBE.LY/ENUS	SAN JOSE	CA	\$14.99 ◆



**JAY SORIANO**  
Card Ending 6-63053

				Amount
03/28/22	ST AUGUSTINE ELECTRIC MO 0776 904-829-8211	ST AUGUSTINE	FL	\$120.00 ◆
03/29/22	BMI-BROADCAST MUSIC 799063 37203 MUSIC LICENSE FEE	NASHVILLE	TN	\$395.77 ◆
03/31/22	IN *COM-PAC FILTRATION INC. 9043564003	JACKSONVILLE	FL	\$133.00 ◆
03/31/22	DARSCO PLUMBING SUPPLY 000000001 9043535111	JACKSONVILLE	FL	\$502.15 ◆
03/31/22	PPG PAINTS 8180 8180 502-588-9366	JACKSONVILLE	FL	\$320.00 ◆
04/02/22	RINGCENTRAL INC 4403690001 94002	888-898-4591	CA	\$174.76 ◆
04/02/22	JOANN STORES #1925 0000 330-735-6576	JACKSONVILLE	FL	\$92.63 ◆
04/04/22	LESLIES POOLMART SWIMMING POOLS	JACKSONVILLE	FL	\$126.03 ◆
04/06/22	SWANK MOTION PICTURES IN 01892067 631271 BUSINESS SERVICES	SAINT LOUIS	MO	\$295.00 ◆
04/07/22	PAT'S NURSERY, INC. 0000 904-284-2011	ORANGE PARK	FL	\$367.15 ◆
04/09/22	1&1 IONOS 610-560-1589	<a href="https://www.ionos.com">https://www.ionos.com</a>	PA	\$18.00 ◆
04/13/22	WAL-MART SUPERCENTER 1444 1444 DISCOUNT STORE	JACKSONVILLE	FL	\$464.00 ◆
04/13/22	NORTHERN TOOL EQUIP 0000000000000000000032225	JACKSONVILLE	FL	\$177.36 ◆
04/13/22	OFFICEMAX/DEPOT 6491 000006491 8004633768 PAPER,COPY PLUS,HAM,CASE,10-RM ROUTER,AX2400,WIFI 6,RAX30	JACKSONVILLE	FL	\$277.97 ◆
04/13/22	HARBOR FREIGHT TOOLS 800-444-3353	JACKSONVILLE	FL	\$80.59 ◆
04/13/22	PPG PAINTS 8180 8180 502-588-9366	JACKSONVILLE	FL	\$320.00 ◆
04/15/22	PINCH A PENNY - 242 000000001 9046999629	JACKSONVILLE	FL	\$68.67 ◆
04/15/22	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95 ◆
04/15/22	MOOD PANDORA 0684 800-929-5407	AUSTIN	TX	\$26.95 ◆



# Receipt

## **BMI Payment Receipt**

**Total Payment Amount: \$395.77**

### **Payment Information**

Date of Payment: 03/29/2022 11:38:11 AM  
Transaction ID: 99491138113932  
Payment Method: Credit Card

**Thank you for your payment.**  
Please keep this receipt for your records.

INDUSTRIAL PLUMBING SUPPLY  
120 SUGARHILL STREET  
MARIETTA, GA 30067  
(770) 425-5111

\*\*\*  
rfs  
P.O. FL 32204  
34-1715



Bank ID: 001  
Merchant ID: 8138  
Term ID: 001

09:16:53

DATE	INVOICE
03/31/22	216782

Sale

\*\* INVOICE \*\*

XXXXXXXXXXXX3053  
AMEX

Entry Method: Chip

CUSTOMER

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Total: \$ 502.15

03/31/22 07:20:32  
Inv #: 000012 Appr Code: 859216  
Approved: Online Batch#: 089001  
Retrieval Ref. #: 3010007

ADDRESS  
ATTN: 6500000000000001  
TST: 8000  
TVR: 0000000000

Customer Copy  
THANK YOU!

TAX JURISDICTION NO / DESCRIPTION		TAX EXEMPT	
0003 TAX EXEMPT			
QTY	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	6" 501 - 10" LONG	352.50	352.50
1.00	10 COUPLING	149.65	149.65
		199.53	Rt1

SALES AMOUNT	SALES TAX	FREIGHT	CODE	DEPOSIT	CASH	CODE	AMOUNT
502.15					502.15	3	.00

↑  
PLEASE PAY  
THIS AMOUNT

NO RETURNS WITHOUT WRITTEN AUTHORIZATION. A MINIMUM 25% RESTOCKING CHARGE WILL BE MADE ON ALL RETURNS ACCEPTED.  
Existing taxes or any additional taxes levied by any governmental authority on products herein named, shall be for the account of buyer.  
A service charge of 1.5% per month will be made on all past due accounts.  
Purchaser is liable for all legal costs if this account is placed for collection.  
A minimum billing of \$25.00 is in effect on all charges.

# Order # 1002573589



POWERED BY MOOD:

Order Date: April 15, 2022

## Items Ordered

Product Name	SKU	Price	Items Ordered	Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95		<ul style="list-style-type: none"><li>• Ordered 1</li><li>• Shipped 1</li></ul>	\$26.95
					\$26.95
<b>Grand Total (Excl.Tax)</b>					<b>\$26.95</b>
Tax					\$0.00
<b>Grand Total (Incl.Tax)</b>					<b>\$26.95</b>

## Order Information

**Shipping Address**  
Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065

**Billing Address**  
Oakleaf Plantation  
475 W Town Pl

**Payment Method**  
Credit Card

## Credit Card

**Credit Card Type**

American Express

**Credit Card Number**

XXXX-6056

**LABOR FREIGHT**  
**LOWEST PRICES**

JACKSONVILLE BEACH BLVD FL #001  
9861 BEACH BLVD.  
JACKSONVILLE, FL 32246  
Telephone: (904) 998-4503

**SALE**

Customer Name: Jay Soriano  
Customer Number: 888002359461

30873 TARP SILVER H D 8'4 X 11' \$9.99  
47676 TARP SILVER H D 11'4 X 19 \$24.99  
57029 TARP EXTREME DUTY 12 X 20 \$39.99

Subtotal \$74.97  
Sales Tax % \$5.62  
Total \$80.59

American Express \$80.59  
Card No. XXXXXXXX XXX3053  
Expiration Date X/XX  
Auth. No. 326780

AMERICAN EXPRESS  
Chip Read  
Signature Verified  
Mode: Issuer  
AID: A0000000250108  
TVR: 0000003030  
IAD: 06550103602002  
TSI: F800  
ARC: 00

Please Retain for Your Records

Store: 00107    Rep: 02    Tran: 858049  
Date: 4/13/2022 12:19:46 PM    Assoc: XXXXXX  
Ticket: 02858049



**IONOS Inc.**  
701 Lee Road, Suite 300  
Chesterbrook, PA 19087  
USA

IONOS Inc. · 701 Lee Road, Suite 300  
Chesterbrook, PA 19087 · USA

Jay Soriano  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065-4259  
UNITED STATES

**Invoice:** 202037783089  
**Invoice Date:** 04/07/2022  
**Customer ID:** 270980442  
**Contract ID:** 85644648

**Help Center:** [ionos.com/help](https://ionos.com/help)  
**My IONOS:** [my.ionos.com/invoices](https://my.ionos.com/invoices)

**Your IONOS Personal Consultant:**

David Ramsay  
✉ [david.ramsay@service.ionos.com](mailto:david.ramsay@service.ionos.com)  
☎ 2673666050

## Invoice

Billing period starting: 04/06/2022

Item	Service	Charges	Usage	Taxable Portion	Total
<b>Contract: 85644648 - MyWebsite Creator+</b>					
1	Basic Fee	\$18.00 a month	1 mo.	\$0.00	\$18.00
04/06/2022-05/06/2022					
<b>Net Total</b>					<b>\$18.00</b>
<b>Net (non-taxable portion)</b>					<b>\$18.00</b>
<b>Net (taxable portion)</b>					<b>\$0.00</b>
<b>Tax</b>					<b>\$0.00</b>
<b>Total amount due</b>					<b>\$18.00</b>
Please <b>DO NOT</b> send cash, check or money order					

The total amount due will be charged to your credit card within the next seven days, most likely in the next day or two. Thank you.

Do you have questions regarding this invoice?  
Please refer to your Help Center or log in to [my.ionos.com](https://my.ionos.com) for further information.



# JOANN JOANN

6001 ARDYLE FOREST BLVD STE 11  
JACKSONVILLE, FL 32244-6127  
904-317-0250

PANA SDWK COCO LINER ROUN  
093432009574  
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92.63



ORANGE PARK, FL #529  
 6001 ARGYLE FOREST BLVD STE 35  
 JACKSONVILLE, FL 32244-6127  
 904-573-6515

Store: 529 Register: 1  
 Date: 4/4/22 Time: 11:55 AM  
 Ticket: 58246  
 Salesperson: 50654 (Brandi B)  
 Customer ID: S00529000004398

Item	Qty	Price	Amount
TLR DPD RGT #1 2OZ			
81341	1	14.84	14.84
TLR DPD RGT #1 2OZ			
81341	1	14.84	14.84
TLR DPD RGT #2 2OZ			
81346	1	14.84	14.84
TLR DPD RGT #2 2OZ			
81346	1	14.84	14.84
TLR PH IND SOL #4 2 OZ			
81356	1	14.84	14.84
TLR PH IND SOL #4 2 OZ			
81356	1	14.84	14.84
TLR TDT ALK IND #8 2 OZ			
81372	1	13.36	13.36
TLR SULFIC ACID #9 2 OZ			
81377	1	14.84	14.84
		Subtotal	117.24
		Tax	8.79
		<b>Total\$</b>	<b>126.03</b>

Amex Purchase 126.03  
 Apr 04 2022 11:55 am Trans# 58246

TRANSACTION RECORD

Card Number : \*\*\*\*\*3053  
 Card Type : AMERICAN EXPRESS  
 Card Entry : CHIP  
 Trans Type : PURCHASE  
 Amount : \$126.03

Auth # : 803070  
 Sequence # : 000005  
 Reference # : 00000005  
 Term ID : 101  
 Date : 22/04/04  
 Time : 11:55:34

APPROVED

Application Label: AMERICAN EXPRESS

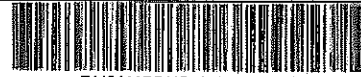
**POOL SUPPLIES.**

ART, INC.

3150-1162

**RECEIPT**

Receipt Date 04/04/2022  
 Receipt Number 00529-01-058246



T113111QE11310D7A9AWKHA

**SHIP TO:**

**Customer Number** S00529000004398  
 YMCA OF FLORIDA'S FIRST COAST  
 BLV  
 2075 TOWN CENTER BLVD  
 FLEMING ISLAND, FL 32003-8323  
**ATTENTION: ACCOUNTS PAYABLE**

**SALESPERSON**

**STORE#**

Brandi B

529 ORANGE PARK, FL

	QTY	Price	Sales Tax	Ext.Amt
#1 2OZ	1	\$14.84	\$1.11	\$15.95
#1 2OZ	1	\$14.84	\$1.11	\$15.95
#2 2OZ	1	\$14.84	\$1.11	\$15.95
#2 2OZ	1	\$14.84	\$1.11	\$15.95
XL #4 2 OZ	1	\$14.84	\$1.11	\$15.95
XL #4 2 OZ	1	\$14.84	\$1.11	\$15.95
VD #8 2 OZ	1	\$13.36	\$1.00	\$14.36
VD #9 2 OZ	1	\$14.84	\$1.11	\$15.95

cy at <http://www.lesliespool.com/ourreturnpolicy.htm>

# Order # 1002573590



POWERED BY MOOD:

Order Date: April 15, 2022

## Items Ordered

## Items Ordered

Product Name	SKU	Price	Number of players	Subtotal
Pandora Music Subscription	PMS	\$26.95	<ul style="list-style-type: none"><li>Ordered1</li><li>Shipped1</li></ul>	\$26.95
				\$26.95
<b>Grand Total (Excl.Tax)</b>				<b>\$26.95</b>
Tax				\$0.00
<b>Grand Total (Incl.Tax)</b>				<b>\$26.95</b>

## Order Information

### Shipping Address

Oakleaf Plantation  
370 Oakleaf Village Pkwy  
Orange Park, Florida, 32065

### Billing Address

Oakleaf Plantation  
475 W Town Pl

### Payment Method

Credit Card

## Credit Card

**Credit Card Type**

American Express

**Credit Card Number**

XXXX-6056



STORE# 8180  
 8180-JACKSONVILLE 52  
 445 PARK STREET  
 JACKSONVILLE, FL 32204  
 PH: (904)353-4446 FX: (904)355-3268  
 HOURS: MON-FRI 7:00 AM-5:00 PM  
 SAT 8:00 AM-12:00 PM

SOLD TO: 316807860000  
 GMS  
 370 OAKLEAF VILLAGE PKWY  
 ORANGE PARK, FL 32065  
 (904)562-0249

CUST JOB:

PAF8180@PPG.COM

**INVOICE**  
 #818002088380

SHIP TO:  
 JAY, SORIANO  
 370 OAKLEAF VILLAGE PKWY  
 ORANGE PARK, FL 32065  
 (904)562-0249

DATE: 03/31/2022 TIME: 10:12 AM  
 STORE REP: DANIEL L  
 SALES REP: OPB-SALES J  
 PAGE 1 OF 1



818002033122088380

QTY	ITEM#	DESCRIPTION	PRICE	AMOUNT
4	AT45HT3/1U	AMCT 450H NEUTRAL TINT 4 AT45H-B/04 - AMERCOAT 450H CURE 4 AT45HT3/01 - AMERCOAT 450H NEUTRAL TINT RESIN _COLBOLT BLUE	\$80.00	\$320.00
	_818004000003809			

**TERMS:**

Freight will be charged on orders, blinds, and wall covering books. Special merchandise in good condition is eligible for 75% refund w/ original invoice within 60 days. Tinted merchandise cannot be returned. Non-tinted merchandise in good condition may be returned w/ original invoice w/in 60 days. Qualifying returns will be made in the same form of payment as original purchase. PPG reserves the right to make large cash returns by check w/in 10 business days. A service fee will be charged on returned checks. PPG understands, and Buyer represents that the products sold will be used for commercial or home painting, and will not be used for Nuclear, Chemical or Biological weapons facilities or activities including painting any such items or facilities. Buyer agrees to notify PPG immediately if Buyer becomes aware of any change in the end use of the products. Browse global employment opportunities at na.careers.ppg.com. Let us know how we're doing - visit ppgpaintssurvey.com to give your feedback!

I agree to pay \$320.00 in accordance with my cardholder agreement.  
 BCard: \*\*\*\*\*3053 AMERICAN\_E AUTH#: 566454Tran Amt: \$320.00  
 XPRESS

SUBTOTAL:	\$320.00
LABOR:	\$0.00
FREIGHT:	\$0.00
ECO FEE:	\$0.00
SALES TAX:	\$0.00
<b>INVOICE TOTAL:</b>	<b>\$320.00</b>
AMERICAN EXPRESS:	\$320.00
TOTAL TENDERED:	\$320.00
PENDING AMT:	\$0.00
DUE TO CUSTOMER:	\$0.00

**THANK YOU FOR SHOPPING AT PPG!**

JAY SORIANO

St. Augustine Elect  
Ham's Irrig  
14 Ce  
St. Augustin  
904-8:  
904-829-80

ST AUGUSTINE ELECTRIC  
14 CENTER ST  
ST AUGUSTINE, FL 320842

Invoice- Sales Receipt #80285

03/28/2022

13:37:11

3/28/2022

Cashier: DS

CREDIT CARD  
AMEX SALE

Card #: XXXXXXXXXXXX3953  
Chip Card: AMERICAN EXPRESS  
AID: A000000025010301  
SEQ #: 11  
Batch #: 1751  
INVOICE: 11  
Approval Code: 850381  
Entry Method: Chip Read  
Mode: Issuer

P.O. #

Part #  
SHOP

Qty  
1

Price	Ext Price
\$120.00	\$120.00

SALE AMOUNT \$120.00

Credit Card: \$120.00 Americ

All WARRANTY ITEMS MUST  
Electrical components are  
merchandise must be return

CUSTOMER COPY

Exempt	Subtotal:	\$120.00
	0 % Tax	+ \$0.00
	<b>RECEIPT TOTAL:</b>	<b>\$120.00</b>

and will be REPAIRED or REPLACED per manufacturer.  
CHANGES. All other  
IRTY DAYS.



**NORTHERN**  
**TOOL + EQUIPMENT**

JACKSONVILLE, FL  
10000 ATLANTIC BLVD  
JACKSONVILLE, FL 322268241  
904-222-8124

Transaction: 185139 Date: 4/13/22  
Store: 630 Time: 12:41 PM  
Register: 3

Associate:  
298622  
Cashier: 304420  
Customer: Jay Soriano

Thank you for shopping with Northern Tool!  
We appreciate your business!

Item	Qty	Price	Amount
10X20 CANOPY W/VALANCE 66418	1	164.99	164.99
		Subtotal	164.99
		Tax	12.37
		<b>Total</b>	<b>177.36</b>
American Express Credit Card			177.36

*[Faint, illegible text]*

# Office DEPOT OfficeMax

JACKSONVILLE - (904) 721-3331

04/13/2022 11:47 AM



SALE .64912-3492-1011318-22.272  
347005 PAPER,COPY PLU  
2 @ 80.99 161.98  
Instant Savings -64.00  
You Pay 97.98SS  
3111974 ROUTR,AX2400,R 179.99 SS  
Subtotal: 277.97  
Total: 277.97  
Amex 3053: 277.97

AUTH CODE 855784  
TDS Chip Read  
AID A000000025010801 AMERICAN EXPRESS  
TVR 0000008000  
CVS No. Signature Required

JAY SORIAND 60\*\*\*602

Tax Exemption Number 000600486993  
This is a legacy Office Max account  
and will expire at the end of the year.  
Please submit a new Tax Exempt  
Application and Tax Exemption  
Certificate to receive a new number.

Total Savings:  
\$64.00

\*\*\*\*\*

WE WANT TO HEAR FROM YOU!

Visit [survey.officedepot.com](http://survey.officedepot.com)

and enter the survey code below:

V691 08RF 944J

\*\*\*\*\*

**PAT'S NURSERY, INC.**

7060 US 17  
ORANGE PARK, FL 32003  
9042842011

**Order**

Middle Village Community Development  
Diastric

Cashier: Shari B  
07-Apr-2022 2:25:00P

Transaction **002965**

5 Annual Tray	\$69.75
1 ea @ \$13.95/ea	
12 Plant	\$59.40
1 ea @ \$4.95/ea	
2 Plant	\$238.00
1 ea @ \$119.00/ea	

**Total** **\$367.15**

CREDIT CARD SALE **\$367.15**  
AMEX 3053

07-Apr-2022 2:25:38P  
\$367.15 | Method EMV

~~METRIC/MTT \*\*\*\*\*~~  
JAY SORIANO

Reference ID: 209700601776 | Auth ID:  
882274

MID: \*\*\*\*\*5881

AID: A000000025010801

AthNtwkNm: AMEX

Thanks for supporting the little man!  
Any claims of sod or problems must be  
reported within 24 hours of purchase



C8BQ8WXNYAFNC

Order 37M6CN7Y9EVN6  
Payment C8BQ8WXNYAFNC

Clover Privacy Policy  
<https://clover.com/privacy>



# PINCH-A-PENNY POOL-PATIO-SPA

The Perfect People For A Perfect Pool



Like Us on Facebook  
For Our Special Offers!

Pinch A Penny 242  
9715 Crosshill Blvd  
Suite 1111  
Jacksonville, FL 32222  
Phone: 904-619-0939

## Sales Receipt

Transaction #: 45890  
Account #: 9045620249  
Date: 4/15/2022 Time: 3:16:31 PM  
Cashier: Ryan Vinson Register #: 1

BILL TO: Jay Soriano

Item	Description	Amount
00000618	8AL SODIUM HYPOCHLORITE 1 JUG @ \$7.98	\$7.98
<del>00520072</del>	<del>2.5 GAL P.A.P STACKABLE</del>	<del>\$7.99</del>
00000010	8AL SODIUM HYPOCHLORITE 1 JUG @ \$7.98	\$7.98
00520072	2.5 GAL P.A.P STACKABLE	\$7.99
00000018	8AL SODIUM HYPOCHLORITE 1 JUG @ \$7.98	\$7.98
00520072	2.5 GAL P.A.P STACKABLE	\$7.99
00000018	8AL SODIUM HYPOCHLORITE 1 JUG @ \$7.98	\$7.98
00520072	2.5 GAL P.A.P STACKABLE	\$7.99

Sub Total \$63.88  
Sales Tax \$4.79  
Total \$68.67

SIDE TERMINAL Tendered \$68.67  
Change Due \$0.00

6 TO GO - FREE 2.5 GAL EQUIPOM!



Thank you for shopping  
Pinch A Penny 242  
We hope you'll come back soon!



2020 West Beaver Street  
Jacksonville, FL 32209  
Phone: 904-356-4003

# Invoice

Date	Invoice Number
3/31/2022	34620

**PAID**  
03/31/2022

<b>Bill To</b> Pine Ridge Plantation 4200 Pine Ridge Parkway Middleburg, Fl. 32063	<b>Ship To</b> Pine Ridge Plantation 4200 Pine Ridge Parkway Middleburg, Fl. 32063
---	---

<b>SO Number</b> 033122-2
------------------------------

Terms	PO Number	Project Name	WO Number	Quote Number	Due Date	Ship Via	Ship Date
COD				033122-3TA	3/31/2022	cust. pick...	3/31/2022
Qty	Item	Description				Rate	Amount
1	Item Misc	2 All Threads Rods 2) CV Handles				263.36	263.36
	Discount	Preferred Customer Discount				-130.36	-130.36
<i>SUSAN@COM-PAC.NET</i>							

Insufficient funds due to returned checks, wire transfers and/or credit cards will be subject to loss of customer discount and will incur a 1.5% finance charge compounded monthly until paid in full.  
Customer discount will be revoked and charged back to the Final Invoice if not paid within the specified terms.  
Please Note: 30 Days On Returns  
No Returns On Custom Made Items.

<b>Subtotal</b>	USD 133.00
<b>Sales Tax (0.0%)</b>	USD 0.00
<b>Additional Payments/Credits</b>	USD -133.00
<b>Balance Due</b>	USD 0.00



STORE# 8180  
 8180-JACKSONVILLE 52  
 445 PARK STREET  
 JACKSONVILLE, FL 32204  
 PH: (904)353-4446 FX: (904)355-3268  
 HOURS: MON-FRI 7:00 AM-5:00 PM  
 SAT 8:00 AM-12:00 PM

SOLD TO: 316807860000  
 GMS  
 370 OAKLEAF VILLAGE PKWY  
 ORANGE PARK, FL 32065  
 (904)562-0249

CUST JOB:

PAF8180@PPG.COM

**INVOICE**  
 #818002088652

SHIP TO:  
 JAY, SORIANO  
 370 OAKLEAF VILLAGE PKWY  
 ORANGE PARK, FL 32065  
 (904)562-0249



818002041322088652

DATE: 04/13/2022 TIME: 11:10 AM  
 STORE REP: DANIEL L  
 SALES REP: OPB-SALES J  
 PAGE 1 OF 1

QTY	ITEM#	DESCRIPTION	PRICE	AMOUNT
4	AT45HT3/1U	AMCT 450H NEUTRAL TINT 4 AT45H-B/04 - AMERCOAT 450H CURE 4 AT45HT3/01 - AMERCOAT 450H NEUTRAL TINT RESIN	\$80.00	\$320.00
	_colbolt blue			

**TERMS:**

Freight will be charged on orders, blinds, and wall covering books. Special merchandise in good condition is eligible for 75% refund w/ original invoice within 60 days. Tinted merchandise cannot be returned. Non-tinted merchandise in good condition may be returned w/ original invoice w/in 60 days. Qualifying returns will be made in the same form of payment as original purchase. PPG reserves the right to make large cash returns by check w/in 10 business days. A service fee will be charged on returned checks. PPG understands, and Buyer represents that the products sold will be used for commercial or home painting, and will not be used for Nuclear, Chemical or Biological weapons facilities or activities including painting any such items or facilities. Buyer agrees to notify PPG immediately if Buyer becomes aware of any change in the end use of the products. Browse global employment opportunities at na.careers.ppg.com. Let us know how we're doing - visit ppgpaintssurvey.com to give your feedback!

I agree to pay \$320.00 in accordance with my cardholder agreement.  
 BCard: \*\*\*\*\*3053 AMERICAN\_E AUTH#: 523762 Tran Amt: \$320.00  
 XPRESS

SUBTOTAL:	\$320.00
LABOR:	\$0.00
FREIGHT:	\$0.00
ECO FEE:	\$0.00
SALES TAX:	\$0.00
<b>INVOICE TOTAL:</b>	<b>\$320.00</b>
AMERICAN EXPRESS:	\$320.00
TOTAL TENDERED:	\$320.00
PENDING AMT:	\$0.00
DUE TO CUSTOMER:	\$0.00

**THANK YOU FOR SHOPPING AT PPG!**

JAY SORIANO



## Recurring Statement

### Account Information

**Account Number:** (904) 770-4650  
**Statement Date:** 04/02/2022  
**Subscription Name:** RingCentral MVP Standard  
**Reference #:** 4403690001

**Bill To:**  
Jay Soriano  
Oakleaf Plantation  
475 west town place ste 114  
St Augustine, FL 32092 , USA

### Statement Summary

**Total Current Charges**

**\$174.76**

Your credit card ending in [8052] was charged \$174.81.

### Charges and credits

Period	Description	Unit Price	Quantity	Amount
04/02/2022 - 05/01/2022	MVP Standard - Monthly Subscription Fee	\$0.00	1	\$0.00
04/02/2022 - 05/01/2022	DigitalLine Unlimited - (904) 342-1441	\$34.99	1	\$34.99
04/02/2022 - 05/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
04/02/2022 - 05/01/2022	DigitalLine Unlimited - (904) 770-4648	\$34.99	1	\$34.99
04/02/2022 - 05/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
04/02/2022 - 05/01/2022	DigitalLine Unlimited - (904) 770-4649	\$34.99	1	\$34.99
04/02/2022 - 05/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
04/02/2022 - 05/01/2022	DigitalLine Unlimited - (904) 770-4661	\$34.99	1	\$34.99
04/02/2022 - 05/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
04/02/2022 - 05/01/2022	DigitalLine Unlimited - (904) 770-4667	\$34.99	1	\$34.99
04/02/2022 - 05/01/2022	DigitalLine Unlimited - Discount \$8.01 off	(\$8.01)	1	(\$8.01)
Charges after Discounts and Prorates				\$134.90
Total Charges:				\$134.90
Total Taxes and Fees*:				\$39.86
<b>Total Charged to Credit Card:</b>				<b>\$174.76</b>

# SWANK

MOTION PICTURES, INC.

10795 Watson Road • St Louis, MO 63127  
Phone: 800-876-5445 • Fax: 314-966-3472

Routing: COKMORGA

ORIGINAL INVOICE

Order Number: BO 1892067

Order Date: 04/06/22

Bill-To Customer: 0322280-001

Ship-To Customer: 0322280-001

Jay Soriano  
Operations Manager  
Double Branch CDD  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

Jay Soriano  
Operations Manager  
Double Branch CDD  
370 Oakleaf Village Pkwy  
Orange Park, FL 32065

Order: 1892067

Terms: THIS IS YOUR RECEIPT

--Line--

#	Typ	Qty	Bill Date	Product Description	Unit Price	Total Price
1	RT	1	04/06/22	PETER RABBIT 2 THE RUNAWAY Widescreen DVD Show Dates: 04/08/22 to 04/08/22	295.00	295.00

For further information, please contact  
Kaitlyn Pollock  
at 1-800-876-5577

PAID

Item Subtotal: 295.00  
Prepayment Amount: 295.00

BALANCE DUE: \$0.00

Please remit payment to: 2844 Paysphere Circle, Chicago, Illinois 60674

Give us feedback @ survey.walmart.com  
Thank you! ID #: 7RF9DSNR6B



904-721-4941 Mgr:MIKE  
9090 HUTCHINSON PARK DR  
JACKSONVILLE FL 32225

STN 01444	OP# 000631	TE# 60	TR# 01391
FLEX 5 14	019509197702		399.00 0
BIC 4PK TAPE	007033050509		6.94 0
BIC 4PK TAPE	007033050509		6.94 0
BIC 4PK TAPE	007033050509		6.94 0
BIC 4PK TAPE	007033050509		6.94 0
D/E BOARD	692173497846		18.62 0
D/E BOARD	692173497846		18.62 0
	SUBTOTAL		464.00
	TOTAL		464.00
	AMEX TEND		464.00

AMERICAN EXPRESS \*\*\* \*\*\*\* \*\*\*3 053 I 0  
APPROVAL # 896591  
REF # 210300451041  
TRANS ID - 001298662001400  
RID 0000000025010801  
RAC 15D77B12C910BCF1  
TERMINAL # SC010004

04/13/22 12:16:45  
CHANGE DUE 0.00

# ITEMS SOLD 7  
TC# 3212 9064 1229 3043 4029 3



Become a  
member today  
Scan for 30-day free trial.

04/13/22 12:16:57

\*\*\*CUSTOMER COPY\*\*\*

\*\*\*\*\* RETURN & EXCHANGE POLICY \*\*\*\*\*  
Electronics may be returned  
for refund or exchange with receipt  
WITHIN 30 days  
\*\*\*\*\*

**Governmental Management Services, LLC**

1001 Bradford Way  
Kingston, TN 37763

**Invoice**

Invoice #: 2283

Invoice Date: 8/16/22

Due Date: 8/16/22

Case:

P.O. Number:

**Bill To:**

Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

Description	Hours/Qty	Rate	Amount
Facility Event Staff through August 13, 2022	32.25	25.00	806.25
Amenities Revenue 2.369.103			
2.300.369.103			
92B			

**Total** \$806.25

**Payments/Credits** \$0.00

**Balance Due** \$806.25

8/17/22  
COR

**Governmental Management Services, LLC**  
9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, Florida 32257

**DOUBLE BRANCH CDD**

**Facility Event Staff Service Hours**

<b><u>Quantity</u></b>	<b><u>Description</u></b>	<b><u>Rate</u></b>	<b><u>Amount</u></b>
32.25	Facility Event Staff	\$ 25.00	\$ 806.25

Covers Period End: August 13, 2022

Amenities Revenue # 2-369-103




**Governmental Management Services, LLC**  
 1001 Bradford Way  
 Kingston, TN 37763

# Invoice

Invoice #: 2284  
 Invoice Date: 8/17/22  
 Due Date: 8/17/22  
 Case:  
 P.O. Number:

**Bill To:**  
 Double Branch CDD  
 475 West Town Place  
 Suite 114  
 St. Augustine, FL 32092

Description	92B	Hours/Qty	Rate	Amount
Facility Maintenance July 1- July 31, 2022			9,910.95	9,910.95
Maintenance Supplies			1,054.34	1,054.34
Fac. Main. Gen. \$4,121 <sup>00</sup>				
2.572.4660				
Fac. Main. Cont. \$2,853 <sup>00</sup>				
2.572.4662				
Lighting Repairs \$702 <sup>29</sup>				
2.230.572.4663				
Common Area Maint. \$3,289 <sup>00</sup>				
2.572.4640				
V				
320				
				
8-18-22				

<b>Total</b>	\$10,965.29
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$10,965.29

**DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT  
MAINTENANCE BILLABLE HOURS  
FOR THE MONTH OF JULY 2022**

<u>Date</u>	<u>Hours</u>	<u>Employee</u>	<u>Description</u>
7/1/22	5.5	G.S.	Removed debris from all common areas
7/5/22	8	T.C.	Took down old ceiling fans and installed new ones on patio, picked up supplies
7/5/22	6	G.S.	Removed debris from all common areas and ponds
7/5/22	8	A.B.	Assisted with install of fans on party deck
7/5/22	8	L.C.	Took down old ceiling fans and installed new ones on patio
7/6/22	8	T.C.	Trimmed trees on tennis and pickleball courts
7/6/22	4	G.S.	Removed debris from all common areas
7/6/22	3	S.A.	Restart waterfall pumps, repair fence after modifying pieces to fit
7/6/22	5	R.M.	Trimmed trees by courts
7/6/22	4	A.B.	Trimmed trees by courts
7/6/22	8	L.C.	Trimmed trees by tennis courts
7/7/22	4	G.S.	Removed debris from all common areas, maintenance work on chainsaw
7/7/22	8	R.M.	Cleaned shop, removed broken mirror, repaired wall
7/8/22	5.5	G.S.	Removed debris from all common areas
7/8/22	8	R.M.	Water fountain repair, toilet repair, worked in shop
7/11/22	8.5	R.M.	Cut out bad part of bathroom mirror, repair wall and paint, board walkway remove old wood and put down new deck planks
7/11/22	4	A.T.	Removed debris from all common areas
7/12/22	8	T.C.	Trimmed trees around basketball courts, picked up supplies
7/12/22	6	G.S.	Removed debris from all common areas and ponds
7/12/22	8	A.B.	Trimmed trees around tennis courts
7/12/22	8	L.C.	Trimmed trees by tennis courts
7/13/22	4	G.S.	Removed debris from all common areas, picked up supplies
7/13/22	7.5	R.M.	Worked on boardwalk removal and paint, worked in shop
7/14/22	3.5	G.S.	Removed debris from all common areas
7/15/22	4.5	G.S.	Removed debris from all common areas, maintenance work on fence
7/18/22	4	A.T.	Removed debris from all common areas
7/19/22	6	G.S.	Removed debris from all common areas and ponds
7/20/22	4	G.S.	Removed debris from all common areas, cleaned up major dump site in park
7/20/22	8	R.M.	Worked on boardwalk bridge
7/21/22	2.5	G.S.	Removed debris from all common areas
7/22/22	5	G.S.	Removed debris from all common areas
7/22/22	8	R.M.	Picked up old wood from boardwalk, worked on boardwalk way
7/25/22	4	T.C.	Repaired pavers and fixed waterline, back filled with dirt
7/25/22	4	S.A.	Dug out wash out on pool deck, identified the problem, back filled after irrigation repair
7/25/22	4	A.T.	Removed debris from all common areas
7/25/22	3	R.M.	Work on broken irrigation pipe
7/25/22	8	L.C.	Fixed and filled sinkhole
7/26/22	8	T.C.	Reset handlebars in pool, reset pavers around pool, picked up supplies
7/26/22	6	G.S.	Removed debris from all common areas, treated fire ant mounds in park
7/26/22	3.5	A.B.	Fixed pavers and ladder in pool
7/26/22	8	L.C.	Fixed pavers and ladder in pool
7/27/22	6	T.C.	Repaired vinyl fence, cut down dead tree, removed debris at Village Center
7/27/22	4	G.S.	Removed debris from all common areas
7/27/22	4	S.A.	Repaired four sections of fence
7/27/22	6.5	R.M.	Paint wood for bridge walkway, paint posts on bridge walkway, removed bags of leaves
7/28/22	4	G.S.	Removed debris from all common areas, treated fire ant mounds in park
7/28/22	2	A.B.	Fixed ceiling fan on party patio
7/29/22	5	G.S.	Removed debris from all common areas and ponds
7/29/22	8	R.M.	Worked on boardwalk way replacing wood

**TOTAL**      280.5

**MILES**      210

\*Mileage is reimbursable per section 112.061 Florida Statutes Mileage Rate 2009-0.445

## MAINTENANCE BILLABLE PURCHASES

Period Ending 08/05/22

<u>DISTRICT</u>	<u>DATE</u>	<u>SUPPLIES</u>	<u>PRICE</u>	<u>EMPLOYEE</u>
DB DOUBLE BRANCH				
	6/24/22	Hampton Bay Lilly Crest 52" Fan (4)	436.86	J.S.
	7/1/22	Intermatic Timer Trippers	5.73	J.S.
	7/5/22	4x1 1/2" Fan Box (4)	11.59	J.S.
	7/5/22	2" Round Head Machine Screws	4.01	T.C.
	7/5/22	2" Flat Head Machine Screws	3.44	T.C.
	7/5/22	2" Hex Head Sheet Metal Screws	5.16	T.C.
	7/6/22	80lb Sakrete (5)	31.45	J.S.
	7/13/22	Kleer Drain Cartridges 2pk	3.61	T.C.
	7/13/22	Multi Material Drill Bits	15.51	T.C.
	7/13/22	Tapcon Bits	3.22	T.C.
	7/13/22	Caution Tape	14.94	T.C.
	7/13/22	Steel Folding Sawhorse	22.97	T.C.
	7/13/22	Fire Ant Poison (4)	103.36	G.S.
	7/13/22	Raid Bug Spray (3)	17.15	G.S.
	7/20/22	AA Max Batteries 18pk	12.58	T.C.
	7/20/22	Set Your Own Combo Lock 1-1/2"	21.15	T.C.
	7/20/22	Blk Nitrile Gloves 40pk	17.23	T.C.
	7/20/22	Blend Mop Refill	10.89	T.C.
	7/20/22	Bleach	9.75	T.C.
	7/20/22	Lemon Lysol	17.22	T.C.
	7/20/22	Microfiber Towels 8pk	6.31	T.C.
	7/26/22	5.5" Pry Bar Scraper	5.74	T.C.
	7/26/22	9-1/2" 3 Piece Bar Kit	19.52	T.C.
	7/29/22	Pouring Spout	1.43	T.C.
	8/2/22	Surface Raceway (2)	29.28	J.S.
	8/2/22	Cat 6 Riser Cable	224.25	J.S.
		<b>TOTAL</b>	<b><u><u>\$1,054.34</u></u></b>	



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - MEREDITH LEWIS  
**Date:** August 16, 2022 at 1:16 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good afternoon Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR aka CLUBROOM (SATURDAY) 2:30 P.M. to 6:30 P.M.
- o DATE OF VENUE – AUGUST 6, 2022
- o RESIDENT – MEREDITH LEWIS
- o ADDRESS – 575 OAKLEAF PLANTATION PARKWAY #316, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via VISA (1313):
  - DATED: 6/7/22
  - SEQ#: 4
  - BATCH#: 692
  - INVOICE#: 4
  - APPROVAL CODE: 007951
  - AMOUNT: \$100.00

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC	CHECK/CASH	CREDIT CARD
06/07/22	06/07/22	08/06/22	MEREDITH LEWIS - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-007951

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office MONDAY, AUGUST 22, 2022 thru FRIDAY, AUGUST 26, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: **NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE** and **EMAIL ADDRESS**. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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916B  
 2.300.369.103  
 RDR



XEROX CORPORATION  
 PO BOX 660501  
 DALLAS TX  
 75266-0501

THE EASY WAY  
 TO ORDER SUPPLIES  
 CALL OUR TOLL  
 FREE NUMBER  
 1-800-822-2200

Purchase Order Number

Special Reference

Contract Number  
 NET 30 DAYS  
 Terms Of Payment

Telephone 888-435-6333  
 Please Direct Inquiries To:   
 Ship To/Installed At:

DOUBLE BRANCH  
 COMM DEV DIST  
 PKWY  
 370 OAKLEAF VILLAGE  
 ORANGE PARK FL  
 32065

Bill To:

DOUBLE BRANCH  
 COMM DEV DIST  
 STE 114  
 475 W TOWN PL  
 SAINT AUGUSTINE FL  
 32092

08-01-22  
 Invoice Date  
 016764010  
 Invoice Number  
 720343326  
 Customer Number

8-3890

MFP3635X1 MFP3635X W/EIP

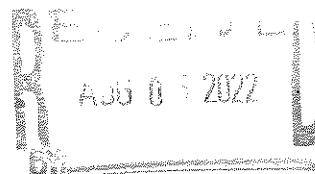
SER.# BB1-867777

SPLY-MAINT - COST PER COPY PLAN  
 AMOUNT

BASE CHARGE	AUGUST	50.31
	SUB TOTAL	50.31
	TOTAL	50.31

THIS IS A 12 MONTH AGREEMENT WHICH INCLUDES MAINTENANCE  
 AND SUPPLY CHARGES

2-330572:58000  
 30913



XEROX FEDERAL IDENTIFICATION #16-0468020

PLEASE INCLUDE THIS STUB WITH YOUR PAYMENT, OR WRITE YOUR INVOICE NUMBER(S) ON YOUR CHECK.

Ship To/Installed At  
 DOUBLE BRANCH  
 COMM DEV DIST  
 PKWY  
 370 OAKLEAF VILLAGE  
 ORANGE PARK FL  
 32065

Bill To  
 DOUBLE BRANCH  
 COMM DEV DIST  
 STE 114  
 475 W TOWN PL  
 SAINT AUGUSTINE FL  
 32092

When Paying By Mail  
 Send Payment To:  
 XEROX CORPORATION  
 P.O. BOX 827598  
 PHILADELPHIA, PA  
 19182-7598



Please check here if your "Bill To" address or "Ship To/Installed At" location has changed and complete reverse side.

Invoice Amount

PLEASE PAY THIS AMOUNT  
 01-569-8562 4 720343326 016764010 08-01-22  
 RR003870 M 070122  
 03 6GSW 6GSW W 00000 5933 1 B15

\$50.31  
 VFL40

202100008070060 0167640103 0300050312 272034332688



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - AMANDA SHEDD  
**Date:** August 19, 2022 at 7:34 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amosing@gmstnn.com](mailto:amosing@gmstnn.com)

Good evening Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OVCR (SUNDAY) 12:00 P.M. to 4:00 P.M.
- o DATE OF VENUE – AUGUST 14, 2022
- o RESIDENT – AMANDA SHEDD
- o ADDRESS – 3632 OAKWORTH CT, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via VISA (1702)
  - DATED: 6/6/22
  - SEQ#: 4
  - BATCH#: 691
  - INVOICE#: 4
  - APPROVAL CODE: 00667D
  - AMOUNT: \$100.00

918B  
 2-300-369-103  
 RDR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
06/06/22	06/06/22	08/14/22	AMANDA SHEDD - OVCR DEPOSIT	DEPOSIT	\$ 100.00			VISA-00667D

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office MONDAY, AUGUST 22, 2022 thru FRIDAY, AUGUST 26, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4861 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

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**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD CANCELLATION REFUND REQUEST - MATTHEW HARKIN - (CANCELLED via email on 8/12/22)  
**Date:** August 19, 2022 at 9:04 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amosing@gmstnn.com](mailto:amosing@gmstnn.com)

Good evening Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (SATURDAY) 11:00 A.M. to 3:00 P.M.
- o DATE OF VENUE – AUGUST 13, 2022
- o RESIDENT – MATTHEW HARKIN
- o ADDRESS – 3467 BILTMORE WAY, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$85.00 - (per cancellation policy 50% of Booking Fee/Deposit & 0% Rental Fee) plus \$15.00 for table rental
  - BOOKING FEE / DEPOSIT REFUND plus TABLE RENTAL
- o DEPOSIT was via VISA (0885):
  - DATED: 5/26/22
  - SEQ#: 4
  - BATCH#: 680
  - INVOICE#: 4
  - APPROVAL CODE: 081248
  - AMOUNT: \$100.00

9/19/23  
2-300-369-103

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
05/26/22	05/26/22	08/13/22	MATTHEW HARKIN - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00			VISA-081248
05/26/22	05/26/22	08/13/22	MATTHEW HARKIN - OV PATIO TABLE	4	\$ 15.00			VISA-091530

I will be out of the office MONDAY, AUGUST 22, 2022 thru FRIDAY, AUGUST 26, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: **NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE** and **EMAIL ADDRESS**. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed.

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[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
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**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - RAUL MIRELES  
**Date:** August 19, 2022 at 6:35 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)



Good evening Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- LOCATION – OV PATIO (SATURDAY) 10:30 A.M. to 2:30 P.M.
- DATE OF VENUE – AUGUST 14, 2022
- RESIDENT – RAUL MIRELES
- ADDRESS – 3165 WANDERING OAKS DRIVE, ORANGE PARK, FL 32065
- AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- DEPOSIT was via VISA (0294):
  - DATED: 7/25/22
  - SEQ#: 3
  - BATCH#: 738
  - INVOICE#: 3
  - APPROVAL CODE: 02069D
  - AMOUNT: \$100.00

917B

2-300-369-10300  
RDR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
07/25/22	07/25/22	08/14/22	RAUL MIRELES - OV DEPOSIT	DEPOSIT	\$ 100.00			VISA-02069D

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office MONDAY, AUGUST 22, 2022 thru FRIDAY, AUGUST 26, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: **NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE and EMAIL ADDRESS.** I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed.

Wanda McReynolds – Community Amenity Coordinator, OakLeaf Plantation  
[venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
 (904) 770-4661 voice email  
 (904) 375-9285 ext. 3  
[www.oakleafresidents.com](http://www.oakleafresidents.com)

Governmental Management Services

[www.OakLeafResidents.com](http://www.OakLeafResidents.com)

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Riverside Management Services, Inc  
9655 Florida Mining Blvd. W.  
Building 300, Suite 305  
Jacksonville, FL 32257

# Invoice

Invoice #: 325  
Invoice Date: 8/18/2022  
Due Date: 8/18/2022  
Case:  
P.O. Number:

**Bill To:**  
Double Branch CDD  
475 West Town Place  
Suite 114  
St. Augustine, FL 32092

2978

Description	Hours/Qty	Rate	Amount
Additional Pressure Washing Services - August 2022  Repair / Replace 2,572.6310 320		1,565.00	1,565.00

<b>Total</b>	<b>\$1,565.00</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$1,565.00</b>

8/19/22  
GA

✓

**Riverside Management Services, Inc.**  
9655 Florida Mining Blvd., Building 300, Suite 305, Jacksonville, FL 32257

Service Detail

Bill To: Double Branch CDD

Invoice Date: 8/1/22

Due Date: Upon Receipt

Amount Due: \$ 1,565.00

---

**ADDITIONAL PRESSURE WASHING SERVICES:**

<u>Date</u>	<u>Description</u>	<u>Amount</u>
7/19/22	Pressure washed Oakleaf Athletic Club garbage dumpster doors	\$ 65.00
7/26/22	Pressure washed main pool deck and walkway to the right of slide	\$ 750.00
7/28/22	Pressure washed amenity center walkway by entrance, office, fence and village center back by kitchen	\$ 750.00

Hot Water and Chemical Treatment to remove dirt, mildew, and algae.

**TOTAL AMOUNT DUE:** \$ 1,565.00

Should you have any questions, please contact Jerry Lambert @ (904) 288-7667 or [jlambert@rmsnf.com](mailto:jlambert@rmsnf.com)

**Remit Payment**



**From:** Oakleaf Venues [venuerentals@oakleafresidents.com](mailto:venuerentals@oakleafresidents.com)  
**Subject:** DBCDD refund of deposit request - ROBERT MANNING  
**Date:** August 19, 2022 at 7:11 PM  
**To:** Margaret Bronson [mbronson@gmsnf.com](mailto:mbronson@gmsnf.com), Oksana Kuzmuk [okuzmuk@gmsnf.com](mailto:okuzmuk@gmsnf.com)  
**Cc:** Marilee Giles [mgiles@gmsnf.com](mailto:mgiles@gmsnf.com), Alison Mossing [amossing@gmstnn.com](mailto:amossing@gmstnn.com)

Good evening Margaret and Oksana,

Please make the following refund at your earliest opportunity:

- o LOCATION – OV PATIO (SATURDAY) 3:30 P.M. to 7:30 P.M.
- o DATE OF VENUE – AUGUST 13, 2022
- o RESIDENT – ROBERT MANNING
- o ADDRESS – 3862 CHASING FALLS ROAD, ORANGE PARK, FL 32065
- o AMOUNT OF REFUND - \$100.00
  - BOOKING FEE / DEPOSIT REFUND
- o DEPOSIT was via CHECK drawn on VyStar:
  - CHECK#: 7346
  - DATED: 6/20/22
  - DEPOSITED: 6/23/22
  - AMOUNT: \$100.00

915B  
 2-300-369-103  
 ROR

PAYMENT DATE	SETTLEMENT DATE	EVENT DATE	DESCRIPTION	HOURS	AMOUNT	ELEC.	CHECK/CASH	CREDIT CARD
06/20/22	06/23/22	08/13/22	ROBERT MANNING - OV PATIO DEPOSIT	DEPOSIT	\$ 100.00		CK# 7346	DEPOSITED 6/23/22

Let me know if you have any questions or require any additional information.

Thank you.

I will be out of the office MONDAY, AUGUST 22, 2022 thru FRIDAY, AUGUST 26, 2022, therefore, please email me, or leave a detailed message at 904-770-4661 with the following information: **NAME, CONTACT NUMBER, ADDRESS, TYPE OF EVENT, NUMBER OF PARTICIPANTS EXPECTED, DATE OF PREFERENCE** and **EMAIL ADDRESS**. I will respond at my earliest opportunity. Any messages left on the office phone will not be heard until I return to the office. Messages left on voice email will be heard, however, only emergencies will be addressed.

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*FOURTH ORDER OF BUSINESS*

# **Double Branch Community Development District**



**Approved Budget**

**FY 2023**



**Double Branch  
Community Development District**

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# Double Branch

## Community Development District

## General Fund

<u>Description</u>	<u>Adopted Budget FY 2022</u>	<u>Actual YTD 7/31/22</u>	<u>Projected Next 2 Months</u>	<u>Total Projected FY 2022</u>	<u>Approved Budget FY 2023</u>
<b>Revenues</b>					
Maintenance Assessments	\$ 177,890	\$ 178,354	\$ -	\$ 178,354	\$ 177,890
Interest Income	\$ 200	\$ 18	\$ 2	\$ 20	\$ 200
<b>Total Revenues</b>	<b>\$ 178,090</b>	<b>\$ 178,372</b>	<b>\$ 2</b>	<b>\$ 178,374</b>	<b>\$ 178,090</b>
<b>Expenditures</b>					
<b>Administrative</b>					
Supervisor Fees	\$ 12,000	\$ 9,200	\$ 2,000	\$ 11,200	\$ 12,000
FICA Expense	\$ 918	\$ 756	\$ 153	\$ 909	\$ 1,000
Engineering	\$ 5,000	\$ 1,222	\$ 3,779	\$ 5,000	\$ 5,000
Arbitrage	\$ 700	\$ 700	\$ -	\$ 700	\$ 700
Dissemination	\$ 1,600	\$ 1,250	\$ 350	\$ 1,600	\$ 1,600
Assessment Roll	\$ 8,212	\$ 8,212	\$ -	\$ 8,212	\$ 8,212
Attorney	\$ 42,000	\$ 15,789	\$ 26,211	\$ 42,000	\$ 42,000
Annual Audit	\$ 5,900	\$ 4,900	\$ -	\$ 4,900	\$ 5,000
Trustee Fees	\$ 8,815	\$ -	\$ 8,815	\$ 8,815	\$ 8,815
Management Fees	\$ 61,762	\$ 51,468	\$ 10,294	\$ 61,762	\$ 64,850
Information Technology	\$ 2,142	\$ 1,785	\$ 357	\$ 2,142	\$ 2,142
Telephone	\$ 600	\$ 326	\$ 274	\$ 600	\$ 600
Postage	\$ 1,900	\$ 410	\$ 1,390	\$ 1,800	\$ 1,900
Printing & Binding	\$ 3,000	\$ 446	\$ 1,554	\$ 2,000	\$ 2,000
Records Storage	\$ 300	\$ -	\$ 150	\$ 150	\$ 300
Insurance	\$ 9,166	\$ 8,625	\$ -	\$ 8,625	\$ 10,351
Legal Advertising	\$ 2,800	\$ 857	\$ 1,944	\$ 2,800	\$ 2,800
Office Supplies	\$ 350	\$ 12	\$ 288	\$ 300	\$ 300
Website Compliance	\$ 2,500	\$ 2,083	\$ 417	\$ 2,500	\$ 2,500
Dues, Licenses & Subscriptions	\$ 175	\$ 175	\$ -	\$ 175	\$ 175
Other Current Charges	\$ -	\$ 18	\$ 20	\$ 38	\$ 120
Reserve	\$ 8,250	\$ 8,250	\$ -	\$ 8,250	\$ 5,725
<b>Administrative Expenses</b>	<b>\$ 178,090</b>	<b>\$ 116,483</b>	<b>\$ 57,994</b>	<b>\$ 174,478</b>	<b>\$ 178,090</b>
<b>Excess Revenues (Expenses)</b>	<b>\$ 0</b>	<b>\$ 61,889</b>	<b>\$ (57,992)</b>	<b>\$ 3,897</b>	<b>\$ -</b>

**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2023

**REVENUES:**

*Maintenance Assessments*

The District will levy a non ad-valorem special assessment on all assessable property within the District to fund all of the General Operating Expenditures for the fiscal year.

*Interest Income*

The operating fund of the District will be invested in a money market fund held by US Bank.

*Carry Forward Surplus*

Represents the estimated excess funds at the end of the prior fiscal year brought forward to the current fiscal year to reduce assessments.

---

**EXPENDITURES:**

**Administrative:**

*Supervisor Fees*

The Florida Statutes allows each board member to receive \$200 per meeting not to exceed \$4,800 in one year. The amount for the fiscal year is based upon five supervisors attending the estimated 12 annual meetings.

*FICA Expense*

These expenses represent the Employer's share of Social Security and Medicare taxes withheld from the Board of Supervisors checks.

*Engineering Fees*

The District's engineering firm will be providing general engineering services to the District including attendance and preparation for monthly board meetings, review invoices, etc. England, Thims & Miller serves as the District's engineering firm.

*Arbitrage*

The District is required to have an annual arbitrage rebate calculation prepared for the District's Series 2013 A-1 and A-2 Special Assessment Refunding Bonds. Currently, the District has contracted with Grau and Associates.

*Dissemination Agent*

The District is required by the Security and Exchange Commission to comply with Rule 15(c)(2)-12(b)(5), which relates to additional reporting requirements for un-rated bond issues Series 2013 A-1 and Series 2013 A-2 Special Assessment Refunding Bonds.

*Assessment Roll*

Governmental Management Services, LLC serves as the District's collection agent and certifies the District's non-ad valorem assessments with the county tax collector.



**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2023

Attorney

The District's legal counsel will be providing general legal services to the District including attendance and preparation for monthly meetings, review operating and maintenance contracts, etc. Kutak Rock, LLP serves as the District's legal counsel.

Annual Audit

The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting Firm. Grau and Associates currently serves as the District's Independent Auditor.

Trustee Fees

The District issued \$24,850,000 of Series 2013 A-1 and \$2,900,000 of Series 2013 A-2 Special Assessment Refunding Bonds that are held by a Trustee at US Bank, N.A. The amount of the trustee fees is based on the agreement between US Bank and the District.

Management Fees

The District receives management, accounting and administrative services as part of a Management Agreement with Governmental Management Services, LLC.

Information Technology

Represents costs related to the District's information systems, which include but are not limited to video conferencing services, cloud storage services and servers, security, accounting software, etc. Service provided by Governmental Management Services, LLC.

Website Maintenance

Represents the costs associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc. Service provided by Governmental Management Services, LLC.

Telephone

Telephone and fax machine.

Postage

Mailing of agenda packages, overnight deliveries, correspondence, etc.

Printing & Binding

Printing and Binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes etc.

Records and Storage

All documents of the District will be copied and stored electronically with automatic back up to ensure complete records. Back up of all records will be kept off-site for security and safety.

Insurance

The District's General Liability & Public Officials Liability Insurance policy is with the Florida Property Alliance (FPA). FPA specializes in providing insurance coverage to governmental agencies.

**Double Branch**  
**Community Development District**  
GENERAL FUND BUDGET  
FISCAL YEAR 2023

Legal Advertising

The District is required to advertise various notices for monthly Board meetings, public hearings etc. in the Florida Times Union.

Office Supplies

Miscellaneous office supplies.

Dues, Licenses & Subscriptions

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only expense under this category for the District.

General Reserves

Established to maintain community service levels at present standards for FY 2023.

# Double Branch

Community Development District

Recreation Fund

Description	Adopted Budget FY 2022	Actual YTD 7/31/22	Projected Next 2 Months	Total Projected FY 2022	Approved Budget 2023	FY
<b>Revenues</b>						
Maintenance Assessments	\$ 1,462,648	\$ 1,466,466	\$ -	\$ 1,466,466	\$ 1,873,440	
Interest Income	\$ 1,000	\$ 878	\$ 100	\$ 978	\$ 1,000	
Amenities Revenue/Miscellaneous	\$ 40,000	\$ 23,061	\$ 6,939	\$ 30,000	\$ 30,000	
Sports Revenue	\$ 13,000	\$ 18,222	\$ 6,778	\$ 25,000	\$ 25,000	
<b>Total Revenues</b>	<b>\$ 1,516,648</b>	<b>\$ 1,508,627</b>	<b>\$ 13,817</b>	<b>\$ 1,522,444</b>	<b>\$ 1,929,440</b>	
<b>Expenditures</b>						
<b>Administrative</b>						
Management Fees - On Site Staff	\$ 192,766	\$ 160,638	\$ 35,128	\$ 195,766	\$ 208,187	
Insurance	\$ 74,118	\$ 75,451	\$ -	\$ 75,451	\$ 87,892	
Other Current Charges	\$ 3,500	\$ 3,208	\$ 292	\$ 3,500	\$ 3,500	
Permit Fees	\$ 1,635	\$ 1,160	\$ 475	\$ 1,635	\$ 1,635	
<b>Administrative Expenses</b>	<b>\$ 272,019</b>	<b>\$ 240,457</b>	<b>\$ 35,895</b>	<b>\$ 276,352</b>	<b>\$ 301,214</b>	
<b>Maintenance</b>						
Security	\$ 85,000	\$ 68,819	\$ 18,764	\$ 87,582	\$ 94,257	
Security - Clay County Off-Duty Sheriff	\$ 43,000	\$ 38,497	\$ 12,699	\$ 51,196	\$ 54,438	
Water - Irrigation	\$ 9,000	\$ 7,181	\$ 5,119	\$ 12,300	\$ 12,300	
Irrigation Maintenance	\$ 4,250	\$ 5,020	\$ 980	\$ 6,000	\$ 6,000	
Streetlighting	\$ 33,066	\$ 23,504	\$ 7,496	\$ 31,000	\$ 31,000	
Electric	\$ 35,000	\$ 24,754	\$ 10,246	\$ 35,000	\$ 35,000	
Landscape Maintenance	\$ 389,777	\$ 326,357	\$ 64,962	\$ 391,319	\$ 422,908	
Common Area Maintenance	\$ 52,000	\$ 49,312	\$ 5,688	\$ 55,000	\$ 55,000	
Lake Maintenance	\$ 26,840	\$ 20,700	\$ 6,140	\$ 26,840	\$ 27,840	
Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ 411,722	
Repairs and Replacement	\$ 105,000	\$ 78,734	\$ 10,000	\$ 88,734	\$ -	
<b>Common Area Expenses</b>	<b>\$ 782,933</b>	<b>\$ 642,877</b>	<b>\$ 142,094</b>	<b>\$ 784,971</b>	<b>\$ 1,150,464</b>	

# Double Branch

Community Development District

Recreation Fund

Description	Adopted	Actual	Projected	Total	Approved	
	Budget FY 2022	YTD 7/31/22	Next 2 Months	Projected FY 2022	Budget 2023	FY
<b>Recreation Facility</b>						
Amenity Staff	\$ 118,000	\$ 121,387	\$ 8,413	\$ 129,800	\$	129,800
Refuse Services	\$ 10,000	\$ 10,290	\$ 3,267	\$ 13,557	\$	14,479
Telephone	\$ 5,500	\$ 4,549	\$ 840	\$ 5,389	\$	5,500
Electric	\$ 40,000	\$ 27,956	\$ 12,044	\$ 40,000	\$	40,000
Cable	\$ 8,500	\$ 6,136	\$ 2,364	\$ 8,500	\$	8,500
Pool Maintenance	\$ 40,000	\$ 23,026	\$ 7,000	\$ 30,026	\$	38,215
Water / Sewer/Reclaim	\$ 48,000	\$ 41,103	\$ 6,897	\$ 48,000	\$	48,000
Facility Maintenance-General	\$ 50,000	\$ 37,380	\$ 12,620	\$ 50,000	\$	50,000
Facility Maintenance-Preventative	\$ 13,117	\$ 2,825	\$ 10,562	\$ 13,387	\$	13,717
Facility Maintenance - Contingency	\$ 34,750	\$ 24,537	\$ 7,907	\$ 32,444	\$	34,750
Lighting Repairs	\$ 8,500	\$ 7,048	\$ 1,410	\$ 8,458	\$	8,500
Special Events	\$ 10,500	\$ 1,671	\$ 6,329	\$ 8,000	\$	10,500
Office Supplies & Equipment	\$ 2,000	\$ 1,141	\$ 859	\$ 2,000	\$	2,000
Janitorial	\$ 64,000	\$ 46,333	\$ 10,266	\$ 56,599	\$	64,000
Recreation Passes	\$ 4,000	\$ 3,494	\$ 1,506	\$ 5,000	\$	5,000
Pool Leak Repairs	\$ 2,500	\$ -	\$ 1,000	\$ 1,000	\$	2,500
Multiuse Field	\$ 2,330	\$ -	\$ 1,300	\$ 1,300	\$	2,300
<b>Recreation Facility Expenses</b>	<b>\$ 461,697</b>	<b>\$ 358,876</b>	<b>\$ 94,584</b>	<b>\$ 453,461</b>	<b>\$</b>	<b>477,761</b>
<b>Total Expenses</b>	<b>\$ 1,516,648</b>	<b>\$ 1,242,211</b>	<b>\$ 272,573</b>	<b>\$ 1,514,783</b>	<b>\$</b>	<b>1,929,440</b>
<b>Excess Revenues(Expenses)</b>	<b>\$ -</b>	<b>\$ 266,416</b>	<b>\$ (258,756)</b>	<b>\$ 7,661</b>	<b>\$</b>	<b>-</b>

Expenses	\$ 1,929,440
Less: Reserves	\$ 411,722
Net	\$ 1,517,718
Divide	4 Quarters
First Quarter:	\$ 379,429

# Double Branch Community Development District

RECREATION BUDGET  
FISCAL YEAR 2023

## **REVENUES:**

### *Maintenance Assessments*

The District will levy a non ad-valorem special assessment on all assessable property within the District to fund all of the Recreational Operating Expenditures for the fiscal year.

### *Interest Income*

The District will have all excess funds invested in a money market fund held by US Bank. The amount is based upon the estimated average balance of funds available during the fiscal year.

### *Amenities Revenue*

Income received from resident rental of Clubroom and Patio and access cards, fitness class, vending machines, and non-resident user fee for the Recreation Facility.

### *Sports Revenue*

These are estimated fees for programmed sports activities.

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## **EXPENDITURES:**

### **Administrative:**

#### *Management Fees – On Site Staff*

The District has contracted with Governmental Management Services, LLC (“GMS”) for the supervision and on-site management of the District’s amenities. The responsibilities include management of District maintenance contracts, scheduling special events, management of District employees, rental of facilities, scheduling of special events, resident inquiries, and other maintenance related items. The District shares the cost of a community manager, aquatics director, fitness center/access director, rental coordinator and administrative assistant with the Middle Village Community Development District.

#### *Insurance*

The District's Property and Liability Insurance policy is with Florida Property Alliance (FPA). FPA specializes in providing insurance coverage to governmental agencies.

**Double Branch  
Community Development District**

RECREATION BUDGET  
FISCAL YEAR 2023

Other Current Charges

Includes bank charges and any other miscellaneous administrative expenses that are incurred during the year with the use of deposit/credit card machine.

Permit Fees

Miscellaneous permit fees to operate the pool and water slides as well as special events.

Description	Annual
Play Pool Permit	\$ 250
Lap Pool Permit	\$ 250
Spray Pool Permit	\$ 125
State Public Broadcast for Music Fees	\$ 1,010
<b>Total</b>	<b>\$ 1,635</b>

Office Supplies

Miscellaneous office supplies.

**Maintenance Common Area:**

Security

The cost of security patrol for the District with Athletic Center and Common area.

Description	Monthly	Annual
Security Contract	\$ 7,855	\$ 94,257
<b>Total</b>		<b>\$ 94,257</b>

Clay County off Duty Security

Provision for off-duty-security patrol by Clay County Sheriff's Dept. Split 50/50 with Middle Village CDD.

# Double Branch Community Development District

RECREATION BUDGET  
FISCAL YEAR 2023

Water – Irrigation

The District will purchase bulk water from JEA for irrigation purposes.

Account Number	Description	Monthly	Annual
83744906	2226 Pebblewood LA Apt 1	\$ 19	\$ 228
66042924	302 Oakleaf Village Parkway	\$ 19	\$ 228
61929298	3468 Worthington Oaks Drive Apt 1	\$ 19	\$ 228
86638010	3570 Silver Bluff Boulevard Apt 1	\$ 918	\$ 11,016
60770057	563 Acornridge Lane Apt 1	\$ 32	\$ 384
	Contingency	\$ 18	\$ 216
<b>Total</b>		<b>\$ 1,025</b>	<b>\$ 12,300</b>

Irrigation Maintenance

The cost of miscellaneous irrigation, pump repairs and maintenance incurred by the district.

Street Lighting

The cost of street lighting provided by Clay Electric Cooperative, Inc.:

Account Number	Description	Monthly	Annual
7332265	Oakleaf Village Center Outdoor	\$ 210	\$ 2,520
5379615	East Side of Brannanfield	\$ 2,122	\$ 25,464
	Contingency	\$ 251	\$ 3,016
<b>Total</b>		<b>\$ 2,583</b>	<b>\$ 31,000</b>

# Double Branch Community Development District

RECREATION BUDGET  
FISCAL YEAR 2023

Electric

The cost of electricity for signage lighting, entry feature lighting (main entry, Athletic Center entry and neighborhood entries) for the following accounts provided by Clay Electric Cooperative, Inc.:

Account Number	Description	Monthly	Annual
4995700	370 Oakleaf Village	\$ 820	\$ 9,840
4995718	370-1 Oakleaf Village Pkwy	\$ 330	\$ 3,960
5347943	3926-1 Plantation Oaks Blvd	\$ 125	\$ 1,500
5715289	1591 Canopy Oaks Dr - Irrigation	\$ 130	\$ 1,560
5774021	2971 Thorncrest Dr	\$ 35	\$ 420
6875140	373-1 Oakleaf Village Center	\$ 100	\$ 1,200
6912612	608-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912653	603-2 Oakleaf Village Pkwy	\$ 35	\$ 420
6912661	602-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912687	537-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912695	529-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912703	3925-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912729	3860-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912737	3859-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912752	3805-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912760	3800-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912778	3306-1 Village Oaks Lane	\$ 35	\$ 420
6912786	465-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912810	3801-1 Plantation Oaks Blvd	\$ 35	\$ 420
6912828	728-1 Bellshire Drive	\$ 35	\$ 420
6912836	721-1 Bellshire Lane	\$ 35	\$ 420
6912869	715-1 Wakemont Drive	\$ 35	\$ 420
6912877	3219-1 Stonebrier Ridge Drive	\$ 35	\$ 420
6912893	576-1 Wakemount Drive	\$ 35	\$ 420
6912901	507-1 Millstone Drive	\$ 35	\$ 420
6912919	498-1 Millstone Drive	\$ 35	\$ 420
6912927	3442-1 Worthington Oaks Drive	\$ 35	\$ 420
6912943	309-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912950	373-2 Oakleaf Village Pkwy	\$ 35	\$ 420
6912968	308-1 Oakleaf Village Pkwy	\$ 35	\$ 420
6912976	358-2 Oakleaf Village Pkwy	\$ 35	\$ 420
7131527	3206-1 Silver Bluff Blvd	\$ 35	\$ 420
7332257	3168 Stonebrier Ridge	\$ 330	\$ 3,960
8684243	571 Oakleaf Village Pkwy	\$ 35	\$ 420
	Contingency	\$ 102	\$ 1,220
<b>Total</b>		<b>\$ 2,917</b>	<b>\$ 35,000</b>



## Double Branch Community Development District

RECREATION BUDGET  
FISCAL YEAR 2023

### Landscape Maintenance

The District has a contract with Verdego to provide landscaping and irrigation maintenance services to all the common areas within the District as well as the Amenity Center. The amount is based upon the following:

Description	Monthly	Annual
Contract - Common Area	\$ 35,242	\$ 422,908
<b>Total</b>		<b>\$ 422,908</b>

### Common Area Maintenance

Represents the estimated day-to-day maintenance of the Districts common areas. Services include:

- Pressure washing of District fences, entrance signage and pillars, pool areas, gazebos, amenity center, field house, parks, park equipment and sidewalks. The estimated annual amount for these services is based upon contractor proposals

The estimated cost for the following is based upon past history and current hourly rates:

- All common area, easements and park litter clean up
- Lake and outfall inspections and debris removal
- Storm sewer grate inspections and cleaning
- Removal of unauthorized signage and maintenance of community signage
- Trapper for wild hogs
- Traffic/car accident clean up
- Inspection and repairs to all park equipment, playground, picnic table and benches

### Lake Maintenance

The District has a contract with The Lake Doctors to provide monthly water management services and annual carp as needed per the contract, to 25 lakes throughout the District. Contingency represents monthly lake inspections and clean-up of outfall structures and fish barriers. The amount is based upon the following:

Description	Monthly	Annual
Lake Maintenance Contract	\$ 2,153	\$ 25,840
Contingency	\$ 167	\$ 2,000
<b>Total</b>	<b>\$ 2,320</b>	<b>\$ 27,840</b>

# Double Branch Community Development District

RECREATION BUDGET  
FISCAL YEAR 2023

Capital Reserve

Money set aside for future replacements of capital related items and operating capital.

Repairs & Replacement

Regular maintenance and replacement that includes, but is not limited to, pool pumps, filters, air conditioning repairs facility lighting/electrical, or any replacement of District infrastructure. Also covers miscellaneous repairs around the District for the FY.

**Recreation Facility:**

Amenity Staff

Direct cost to provide lifeguard/pool attendant services from District employees during the operational season of the swimming pool, which is from Mid-March through October. Also covers front desk personnel at the Fitness Center.

Refuse Service

The District has contracted with Waste Management for refuse removal service twice weekly.

Telephone

The Amenity Center currently pays AT&T for three phone lines and one fax line. The amounts are based upon the following:

Description	Monthly	Annual
AT&T Amenity	\$ 212	\$ 2,544
AT&T Fitness Center	\$ 197	\$ 2,364
Contingency	\$ 49	\$ 592
<b>Total</b>	<b>\$ 458</b>	<b>\$ 5,500</b>

Electric

Cost of electric associated with the Recreation facility and Fitness Center provided by Clay Electric:

Account Number	Description	Monthly	Annual
5217088	370 Oakleaf Village Pkwy	\$ 2,225	\$ 26,700
8763369	382 Oakleaf Village Pkwy	\$ 655	\$ 7,860
	Contingency	\$ 453	\$ 5,440
<b>Total</b>		<b>\$ 3,333</b>	<b>\$ 40,000</b>

**Double Branch**  
**Community Development District**  
 RECREATION BUDGET  
 FISCAL YEAR 2023

Cable/Internet

Cost of cable and internet access for the Recreation Facility from Comcast.

Account Number	Description	Monthly	Annual
8495 7414 4108 3370	Comcast - Facility Center	\$ 300	\$ 3,600
8495 7414 4100 9267	Comcast - Fitness	\$ 355	\$ 4,260
	Contingency	\$ 53	\$ 640
<b>Total</b>		<b>\$ 708</b>	<b>\$ 8,500</b>

Pool Maintenance

The District currently has a contract with Poolsure to supply chemicals and chemical feeders for the Amenity Center pools. The District is contracted with RMS for the cleaning, water testing, and treatment of the Amenity Center pools. During summer months, district employees will help with basic poolside cleaning such as brushing, skimming, and tile cleaning. Additionally, GMS staff handles the annual maintenance projects on the pool and deck features. The amount is based upon the following:

Description	Monthly	Annual
Pool Maintenance Contract	\$ 2,483	\$ 29,796
Contingency	\$ 702	\$ 8,419
<b>Total</b>		<b>\$ 38,215</b>

**Double Branch**  
**Community Development District**  
RECREATION BUDGET  
FISCAL YEAR 2023

Water / Sewer / Reclaim

Cost of water / sewer from JEA (acct # 7616920495) associated with the Recreation Facility and Reclaimed Water from Clay County Utility Authority.

Account Number	Description	Monthly	Annual
76832466	370 Oakleaf Village Parkway - Water	\$ 615	\$ 7,380
76832466	370 Oakleaf Village Parkway - Sewer	\$ 300	\$ 3,600
80532813	370 Oakleaf Village Parkway - Pool	\$ 750	\$ 9,000
Fire Sprinkler	371 Oakleaf Village Parkway - Sprinkler	\$ 42	\$ 504
	<b>Total JEA</b>	<b>\$ 1,707</b>	<b>\$ 20,484</b>
201224	566-1 Oakleaf Village Parkway	\$ 900	\$ 10,800
191992	716-1 Wakemont Drive Reclaim	\$ 150	\$ 1,800
206121	3178-1 Wandering Oaks Drive	\$ 32	\$ 378
206125	1505-1 Canopy Oaks Drive R	\$ 42	\$ 504
206136	1591-1 Canopy Oaks Drive R	\$ 600	\$ 7,200
206376	3701-1 Thousand Oaks Drive	\$ 29	\$ 349
206379	3713-1 Thousand Oaks Drive	\$ 135	\$ 1,620
206380	1940-1 Woodworth Drive Reclaim	\$ 30	\$ 359
206381	3659-1 Thousand Oaks Drive	\$ 30	\$ 360
207243	603-1 Waterford Oaks Drive	\$ 30	\$ 360
238253	1422-1 Bitterberry Drive Reclaim	\$ 30	\$ 360
238254	1206-1 Bedrock Drive Reclaim	\$ 30	\$ 360
	<b>Total CCUA</b>	<b>\$ 2,038</b>	<b>\$ 24,450</b>
	Contingency	\$ 255	\$ 3,066
<b>Total</b>		<b>\$ 4,000</b>	<b>\$ 48,000</b>

Facility Maintenance – General

Represents estimated cost for general maintenance throughout the District based upon historical cost.

**Double Branch**  
**Community Development District**  
 RECREATION BUDGET  
 FISCAL YEAR 2023

Facility Maintenance - Preventative

Cost of routine repairs and general maintenance contracts for District Facilities.

Vendor	Description	Annual
S.E. Fitness	Bi-Monthly Service	\$ 1,760
Paula's Pest Control	Quarterly Service	\$ 620
Certified Air Contractors	Bi-Monthly Service	\$ 5,160
Jacksonville Sound & Communication	Alarm System Inspection	\$ 744
Termite Bond	Preventative	\$ 1,530
Contingency		\$ 3,903
<b>Total</b>		<b>\$ 13,717</b>

Facility Maintenance – Contingency

Represents estimated amount based upon historical cost for fence repairs, graffiti clean-up, signage repairs, wall cap replacements and damaged park equipment

Lighting Repairs

Cost for fixtures, bulbs and ballast replacement, and electrician labor based on past history.

Special Events

Monthly events and organized functions the Amenity Center Director provide for all residents of Oakleaf Plantation.

Office Supplies and Equipment

Office supplies for the Amenity Center. Lease agreement with Cannon (\$167/month) \$2000 annually.

**Double Branch**  
**Community Development District**  
 RECREATION BUDGET  
 FISCAL YEAR 2023

Janitorial Services

The District has contracted with Riverside Management to provide janitorial services, and scheduled carpet cleanings to the District. Janitorial Services shall be provided seven days per week and carpets will be cleaned 9xs a year unless otherwise needed. Supplies will be purchased directly from First Coast Choice Cleaning Supplies. The amount is based upon the following:

Description	Monthly	Annual
Janitorial Contract	\$ 4,633	\$ 55,600
Supplies	\$ 500	\$ 6,000
Mat Cleaning- Fitness Room	\$ 200	\$ 2,400
<b>Total</b>	<b>\$ 5,333</b>	<b>\$ 64,000</b>

Recreation Passes

Entry cards are issued to all CDD residents for facility access. Recreation passes includes the cards, ribbon, cleaner, guest cards and repairs to card printers, etc.

Repairs & Replacement

Regular maintenance and replacement that includes, but is not limited to, pool pumps, filters, air conditioning repairs facility lighting/electrical, or any replacement of District infrastructure.

Pool Leak Repairs

Estimated structural repairs for leaks in pool structure.

Multiuse Fields

Cost of maintaining field and repairs, landscape maintenance, and renovations.

# Double Branch

Community Development District

**Debt Service Fund**  
Series 2013A-1 and A-2

Description	Adopted Budget FY 2022	Actual YTD 7/31/22	Projected Next 2 Months	Total Projected FY 2022	Approved Budget FY 2023
<b>Revenues</b>					
Special Assessments	\$ 1,961,878	\$ 1,967,938	\$ -	\$ 1,967,938	\$ 1,961,878
Interest Income	\$ 800	\$ 2,805	\$ 695	\$ 3,500	\$ 3,500
Carry Forward Surplus	\$ 591,295	\$ 592,200	\$ -	\$ 592,200	\$ 622,539
<b>Total Revenues</b>	<b>\$ 2,553,973</b>	<b>\$ 2,562,944</b>	<b>\$ 695</b>	<b>\$ 2,563,638</b>	<b>\$ 2,587,917</b>
<b>Expenditures</b>					
<u>Series 2013A-1</u>					
Interest 11/1	\$ 353,312	\$ 353,312	\$ -	\$ 353,312	\$ 335,547
Interest 5/1	\$ 353,312	\$ 353,312	\$ -	\$ 353,312	\$ 335,547
Principal 5/1	\$ 1,045,000	\$ 1,045,000	\$ -	\$ 1,045,000	\$ 1,085,000
<u>Series 2013A-2</u>					
Interest 11/1	\$ 49,738	\$ 49,738	\$ -	\$ 49,738	\$ 47,150
Interest 5/1	\$ 49,738	\$ 49,738	\$ -	\$ 49,738	\$ 47,150
Principal 5/1	\$ 90,000	\$ 90,000	\$ -	\$ 90,000	\$ 95,000
Total Expenses	\$ 1,941,099	\$ 1,941,099	\$ -	\$ 1,941,099	\$ 1,945,394
<b>EXCESS REVENUES / (EXPENDITURES)</b>	<b>\$ 612,874</b>	<b>\$ 621,845</b>	<b>\$ 695</b>	<b>\$ 622,539</b>	<b>\$ 642,523</b>

Interest November 1, 2023

Series 2013A-1	\$ 315,881
Series 2013A-2	\$ 44,419
<b>Total</b>	<b>\$ 360,300</b>

Unit Type	Units	Per Unit Assessment	Gross Assessment
Single Family	2,205	\$ 877.91	\$ 1,935,800
Multi-Family	276	\$ 605.49	\$ 167,116
<b>Total Gross Assessment</b>			<b>\$ 2,102,917</b>
Less: Discounts and Collections (6%)			\$ 141,039
<b>Total Net Assessment</b>			<b>\$ 1,961,878</b>

# Double Branch

## Amortization Schedule

Community Development District

Series 2013A-1 Special Assessment Refunding Bonds

DATE	BOND BALANCE	PRINCIPAL	COUPON	INTEREST	ANNUAL DEBT SERVICE
11/1/22				\$ 335,547	\$ 1,756,094
5/1/23	\$ 16,390,000	\$ 1,085,000	3.63%	\$ 335,547	
11/1/23				\$ 315,881	\$ 1,756,763
5/1/24	\$ 15,305,000	\$ 1,125,000	3.75%	\$ 315,881	
11/1/24				\$ 294,788	\$ 1,759,575
5/1/25	\$ 14,180,000	\$ 1,170,000	4.00%	\$ 294,788	
11/1/25				\$ 271,388	\$ 1,762,775
5/1/26	\$ 13,010,000	\$ 1,220,000	4.13%	\$ 271,388	
11/1/26				\$ 246,225	\$ 1,762,450
5/1/27	\$ 11,790,000	\$ 1,270,000	4.13%	\$ 246,225	
11/1/27				\$ 220,031	\$ 1,760,063
5/1/28	\$ 10,520,000	\$ 1,320,000	4.13%	\$ 220,031	
11/1/28				\$ 192,806	\$ 1,765,613
5/1/29	\$ 9,200,000	\$ 1,380,000	4.13%	\$ 192,806	
11/1/29				\$ 164,344	\$ 1,763,688
5/1/30	\$ 7,820,000	\$ 1,435,000	4.13%	\$ 164,344	
11/1/30				\$ 134,747	\$ 1,764,494
5/1/31	\$ 6,385,000	\$ 1,495,000	4.13%	\$ 134,747	
11/1/31				\$ 103,913	\$ 1,767,825
5/1/32	\$ 4,890,000	\$ 1,560,000	4.25%	\$ 103,913	
11/1/32				\$ 70,763	\$ 1,771,525
5/1/33	\$ 3,330,000	\$ 1,630,000	4.25%	\$ 70,763	
11/1/33				\$ 36,125	\$ 1,772,250
5/1/34	\$ 1,700,000	\$ 1,700,000	4.25%	\$ 36,125	
<b>TOTAL</b>		<b>\$ 16,390,000</b>		<b>\$ 4,773,113</b>	<b>\$ 21,163,113</b>



# Double Branch

## Amortization Schedule

Community Development District

Series 2013A-2 Special Assessment Refunding Bonds

DATE	BOND BALANCE	PRINCIPAL	COUPON	INTEREST	ANNUAL DEBT SERVICE
11/1/22			5.75%	\$ 47,150	\$ 189,300
5/1/23	\$ 1,640,000	\$ 95,000	5.75%	\$ 47,150	
11/1/23			5.75%	\$ 44,419	\$ 193,838
5/1/24	\$ 1,545,000	\$ 105,000	5.75%	\$ 44,419	
11/1/24			5.75%	\$ 41,400	\$ 192,800
5/1/25	\$ 1,440,000	\$ 110,000	5.75%	\$ 41,400	
11/1/25			5.75%	\$ 38,238	\$ 191,475
5/1/26	\$ 1,330,000	\$ 115,000	5.75%	\$ 38,238	
11/1/26			5.75%	\$ 34,931	\$ 194,863
5/1/27	\$ 1,215,000	\$ 125,000	5.75%	\$ 34,931	
11/1/27			5.75%	\$ 31,338	\$ 192,675
5/1/28	\$ 1,090,000	\$ 130,000	5.75%	\$ 31,338	
11/1/28			5.75%	\$ 27,600	\$ 190,200
5/1/29	\$ 960,000	\$ 135,000	5.75%	\$ 27,600	
11/1/29			5.75%	\$ 23,719	\$ 192,438
5/1/30	\$ 825,000	\$ 145,000	5.75%	\$ 23,719	
11/1/30			5.75%	\$ 19,550	\$ 194,100
5/1/31	\$ 680,000	\$ 155,000	5.75%	\$ 19,550	
11/1/31			5.75%	\$ 15,094	\$ 195,188
5/1/32	\$ 525,000	\$ 165,000	5.75%	\$ 15,094	
11/1/32			5.75%	\$ 10,350	\$ 195,700
5/1/33	\$ 360,000	\$ 175,000	5.75%	\$ 10,350	
11/1/33			5.75%	\$ 5,319	\$ 195,638
5/1/34	\$ 185,000	\$ 185,000	5.75%	\$ 5,319	
<b>TOTAL</b>		<b>\$ 1,640,000</b>		<b>\$ 678,213</b>	<b>\$ 2,318,213</b>

**Double Branch CDD**  
**Operation and Maintenance Assessment Allocation**

Description	Single Family	Multi-Family	Village Center Retail	Village Center Office	Total
Units	2,205	276	8,000	35,000	
Gross Per Unit	\$ 894.24	\$ 646.13	\$ 1.13	\$ 0.52	
Gross Assessment	\$ 1,971,799	\$ 178,331	\$ 9,013	\$ 18,085	\$ 2,177,228
Net Assessment (.94)	\$ 1,849,328	\$ 167,345	\$ 8,512	\$ 17,000	\$ 2,042,186
<b>Allocation By Fund</b>					
General Fund					\$ 177,890
Recreation Fund					\$ 1,873,440
<b>Total</b>					<b>\$ 2,051,330</b>

	<b>FY 2022</b>	<b>FY 2023</b>	<b>\$ Increase</b>
Single Family	\$ 718.75	\$ 894.24	\$ 175.49
Multi-Family	\$ 515.33	\$ 646.13	\$ 130.80
Village Center Retail	\$ 0.90	\$ 1.13	\$ 0.23
Village Center Office	\$ 0.41	\$ 0.52	\$ 0.10

# Double Branch

Community Development District

Capital Reserve Fund

Description	Adopted Budget FY 2022	Actual YTD 7/31/22	Projected Next 2 Months	Total Projected FY 2022	Approved Budget FY 2023
<b>REVENUES:</b>					
Beginning Fund Balance	\$ 1,385,853	\$ 1,426,393	\$ -	\$ 1,426,393	\$ 1,410,643
Interest Income	\$ 2,000	\$ 4,812	\$ 1,188	\$ 6,000	\$ 6,000
Transfer In - Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ 411,722
Transfer In - General Fund Reserve	\$ 8,250	\$ 8,250	\$ -	\$ 8,250	\$ 5,725
<b>TOTAL REVENUES</b>	<b>\$ 1,396,103</b>	<b>\$ 1,439,455</b>	<b>\$ 1,188</b>	<b>\$ 1,440,643</b>	<b>\$ 1,834,090</b>
<b>EXPENDITURES:</b>					
Landscape Reserve	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ -
Capital Projects	\$ 200,000	\$ 9,760	\$ 10,240	\$ 20,000	\$ -
Repairs & Replacements	\$ -	\$ -	\$ -	\$ -	\$ 570,670
<b>TOTAL EXPENDITURES</b>	<b>\$ 210,000</b>	<b>\$ 9,760</b>	<b>\$ 20,240</b>	<b>\$ 30,000</b>	<b>\$ 570,670</b>
<b>EXCESS REVENUES (EXPENDITURES)</b>	<b>\$ 1,186,103</b>	<b>\$ 1,429,695</b>	<b>\$ (19,052)</b>	<b>\$ 1,410,643</b>	<b>\$ 1,263,420</b>

**Double Branch CDD**  
**Reserve Study Funding Plan**  
 (Next 5 Years)

<b>Fiscal Year</b>	<b>Beginning Balance</b>	<b>Add Funding</b>	<b>Add Interest</b>	<b>Less Expenses</b>	<b>Ending Balance (budget)</b>	<b>Planned Balance (Study)</b>	<b>% of Planned</b>	<b>Replacment Cost (Study)</b>
2023	\$1,410,643	\$417,447	\$6,000	(\$570,670)	\$1,263,420	\$1,683,563	75%	\$2,859,449
2024	\$1,263,420	\$176,039	\$2,500	(\$75,896)	\$1,366,063	\$1,865,281	73%	\$3,031,016
2025	\$1,366,063	\$181,320	\$3,000	(\$89,307)	\$1,461,076	\$2,031,678	72%	\$3,182,567
2026	\$1,461,076	\$186,760	\$3,500	(\$85,467)	\$1,565,869	\$2,195,262	71%	\$3,309,869

# Double Branch Community Development District

## Exhibit "A"

### Allocation of Operating Reserves

#### Estimated Funds Available

General Fund - Beginning Fund Balance - 10/1/21	\$ 53,990
Recreation Fund - Beginning Fund Balance - 10/1/21	\$ 670,496
Estimated General Excess Revenues - Fiscal Year 2022	\$ 3,897
Estimated Recreation Excess Revenues- Fiscal Year 2022	\$ 7,661
Total Estimated Operating Funds Available - 9/30/2022	\$ 736,044

#### Allocation of Funds Available

General Fund Operating Reserve - First Quarter Operating Capital	\$ 43,091
Recreation Fund Operating Reserve - First Quarter Operating Capital	\$ 379,429
Total Reserve	\$ 422,521

Total Working Capital Surplus	\$ 313,523
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Capital Reserve- Beginning Fund Balance - 10/1/21	\$ 1,426,393
Projected Capital Excess Revenues - Fiscal Year 2022	\$ (15,750)
Total Estimated Reserve Funds Available - 9/30/22	\$ 1,410,643

Interest Earned	\$ 6,000
Capital Projects Reserve	\$ 411,722
General Fund Reserve	\$ 5,725
Total Funding FY 2023	\$ 423,447

Capital Reserve Estimated Expenditure - 9/30/23	\$ (570,670)
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Total Estimate Reserve Fund Balances - 9/30/23	\$ 1,263,420
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*A.*

## RESOLUTION 2022-06

### THE ANNUAL APPROPRIATION RESOLUTION OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT (“DISTRICT”) RELATING TO THE ANNUAL APPROPRIATIONS AND ADOPTING THE BUDGETS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; AUTHORIZING BUDGET AMENDMENTS; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the District Manager has, prior to the fifteenth (15<sup>th</sup>) day in June, 2022, submitted to the Board of Supervisors (“**Board**”) of the Double Branch Community Development District (“**District**”) proposed budgets (“**Proposed Budget**”) for the fiscal year beginning October 1, 2022 and ending September 30, 2023 (“**Fiscal Year 2022/2023**”) along with an explanatory and complete financial plan for each fund of the District, pursuant to the provisions of Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, at least sixty (60) days prior to the adoption of the Proposed Budget, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District pursuant to the provisions of Section 190.008(2)(b), *Florida Statutes*; and

**WHEREAS**, the Board set a public hearing thereon and caused notice of such public hearing to be given by publication pursuant to Section 190.008(2)(a), *Florida Statutes*; and

**WHEREAS**, the District Manager posted the Proposed Budget on the District’s website at least two days before the public hearing; and

**WHEREAS**, Section 190.008(2)(a), *Florida Statutes*, requires that, prior to October 1<sup>st</sup> of each year, the Board, by passage of the Annual Appropriation Resolution, shall adopt a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year; and

**WHEREAS**, the District Manager has prepared a Proposed Budget, whereby the budget shall project the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT:**

#### **SECTION 1. BUDGET**

- a. The Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s Local Records Office, and hereby approves certain amendments thereto, as shown in Section 2 below.

- b. The Proposed Budget, attached hereto as **Exhibit "A,"** as amended by the Board, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), *Florida Statutes ("Adopted Budget")*, and incorporated herein by reference; provided, however, that the comparative figures contained in the Adopted Budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures.
- c. The Adopted Budget, as amended, shall be maintained in the office of the District Manager and at the District's Local Records Office and identified as "The Budget for the Double Branch Community Development District for the Fiscal Year Ending September 30, 2023."
- d. The Adopted Budget shall be posted by the District Manager on the District's official website within thirty (30) days after adoption and shall remain on the website for at least 2 years.

**SECTION 2. APPROPRIATIONS**

There is hereby appropriated out of the revenues of the District, for Fiscal Year 2022/2023, the sum of \$\_\_\_\_\_ to be raised by the levy of assessments and/or otherwise, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

TOTAL GENERAL FUND	\$_____
RECREATION FUND	\$_____
DEBT SERVICE FUND (SERIES 2013A-1)	\$_____
DEBT SERVICE FUND (SERIES 2013A-2)	\$_____
CAPITAL RESERVE FUND	\$_____
TOTAL ALL FUNDS	\$_____

**SECTION 3. BUDGET AMENDMENTS**

Pursuant to Section 189.016, *Florida Statutes*, the District at any time within Fiscal Year 2022/2023 or within 60 days following the end of the Fiscal Year 2022/2023 may amend its Adopted Budget for that fiscal year as follows:



- a. A line-item appropriation for expenditures within a fund may be decreased or increased by motion of the Board recorded in the minutes, and approving the expenditure, if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may approve an expenditure that would increase or decrease a line-item appropriation for expenditures within a fund if the total appropriations of the fund do not increase and if either (i) the aggregate change in the original appropriation item does not exceed the greater of \$15,000 or 15% of the original appropriation, or (ii) such expenditure is authorized by separate disbursement or spending resolution.
- c. Any other budget amendments shall be adopted by resolution and consistent with Florida law.

The District Manager or Treasurer must ensure that any amendments to the budget under paragraph c. above are posted on the District’s website within 5 days after adoption and remain on the website for at least 2 years.

**SECTION 4. EFFECTIVE DATE.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED THIS 12TH DAY OF SEPTEMBER 2022.**

ATTEST:

**DOUBLE BRANCH COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary/Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

*B.*

## RESOLUTION 2022-07

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT MAKING A DETERMINATION OF BENEFIT AND IMPOSING SPECIAL ASSESSMENTS FOR FISCAL YEAR 2022/2023; PROVIDING FOR THE COLLECTION AND ENFORCEMENT OF SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENTS TO THE ASSESSMENT ROLL; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Double Branch Community Development District ("**District**") is a local unit of special-purpose government established pursuant to Chapter 190, *Florida Statutes*, for the purpose of providing, operating and maintaining infrastructure improvements, facilities and services to the lands within the District; and

**WHEREAS**, the District is located in Clay County, Florida ("**County**"); and

**WHEREAS**, the District has constructed or acquired various infrastructure improvements and provides certain services in accordance with the District's adopted capital improvement plan and Chapter 190, *Florida Statutes*; and

**WHEREAS**, the Board of Supervisors ("**Board**") of the District hereby determines to undertake various operations and maintenance and other activities described in the District's budget ("**Adopted Budget**") for the fiscal year beginning October 1, 2022 and ending September 30, 2023 ("**Fiscal Year 2022/2023**"), attached hereto as **Exhibit "A"** and incorporated by reference herein; and

**WHEREAS**, the District must obtain sufficient funds to provide for the operation and maintenance of the services and facilities provided by the District as described in the Adopted Budget; and

**WHEREAS**, the provision of such services, facilities, and operations is a benefit to lands within the District; and

**WHEREAS**, Chapter 190, *Florida Statutes*, provides that the District may impose special assessments on benefitted lands within the District; and

**WHEREAS**, it is in the best interests of the District to proceed with the imposition of the special assessments for operations and maintenance in the amount set forth in the Adopted Budget; and

**WHEREAS**, the District has previously levied an assessment for debt service, which the District desires to collect for Fiscal Year 2022/2023; and

**WHEREAS**, Chapter 197, *Florida Statutes*, provides a mechanism pursuant to which such special assessments may be placed on the tax roll and collected by the local tax collector (“**Uniform Method**”), and the District has previously authorized the use of the Uniform Method by, among other things, entering into agreements with the Property Appraiser and Tax Collector of the County for that purpose; and

**WHEREAS**, it is in the best interests of the District to adopt the Assessment Roll of the Double Branch Community Development District (“**Assessment Roll**”) attached to this Resolution as **Exhibit “B”** and incorporated as a material part of this Resolution by this reference, and to certify the Assessment Roll to the County Tax Collector pursuant to the Uniform Method; and

**WHEREAS**, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, certified to the County Tax Collector by this Resolution, as the Property Appraiser updates the property roll for the County, for such time as authorized by Florida law.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE DOUBLE BRANCH COMMUNITY DEVELOPMENT DISTRICT:**

**SECTION 1. BENEFIT & ALLOCATION FINDINGS.** The Board hereby finds and determines that the provision of the services, facilities, and operations as described in **Exhibit “A”** confers a special and peculiar benefit to the lands within the District, which benefit exceeds or equals the cost of the assessments. The allocation of the assessments to the specially benefitted lands, as shown in **Exhibits “A” and “B,”** is hereby found to be fair and reasonable.

**SECTION 2. ASSESSMENT IMPOSITION.** Pursuant to Chapters 190 and 197, *Florida Statutes*, and using the procedures authorized by Florida law for the levy and collection of special assessments, a special assessment for operation and maintenance is hereby imposed and levied on benefitted lands within the District, and in accordance with **Exhibits “A” and “B.”** The lien of the special assessments for operations and maintenance imposed and levied by this Resolution shall be effective upon passage of this Resolution. Moreover, pursuant to Section 197.3632(4), *Florida Statutes*, the lien amount shall serve as the “maximum rate” authorized by law for operation and maintenance assessments.

**SECTION 3. COLLECTION.** The collection of the operation and maintenance special assessments and previously levied debt service assessments shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method, as indicated on **Exhibits “A” and “B.”** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

**SECTION 4. ASSESSMENT ROLL.** The Assessment Roll, attached to this Resolution as **Exhibit "B,"** is hereby certified to the County Tax Collector and shall be collected by the County Tax Collector in the same manner and time as County taxes. The proceeds therefrom shall be paid to the District.

**SECTION 5. ASSESSMENT ROLL AMENDMENT.** The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution, and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law, to the County property roll. After any amendment of the Assessment Roll, the District Manager shall file the updates in the District records.

**SECTION 6. SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

**SECTION 7. EFFECTIVE DATE.** This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

**PASSED AND ADOPTED** this 12th day of September 2022.

ATTEST:

**DOUBLE BRANCH COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_  
Secretary / Assistant Secretary

By: \_\_\_\_\_

Its: \_\_\_\_\_

**Exhibit A:** Budget  
**Exhibit B:** Assessment Roll

*SIXTH ORDER OF BUSINESS*

*C.*

*1.*



## Double Branch & Middle Village Work Authorization #1 FY 2023

### Onsite Management and Maintenance Contract Administration

The following are the onsite services provided by Governmental Management Services, LLC:

- Onsite Community Manager is the liaison for the Community Development District Board. Attend all Community Development District meetings and provide monthly report on District operations.
- Community Manager is the on-site representative for the District Manager. Answer resident questions concerning the District / complaints/ customer service and refer to appropriate party if required.
- Community Manager provides maintenance contract administration for District recreational amenities including swimming pools, recreational fields, basketball courts, clubhouse and area parks to ensure contractors are providing services in accordance with contracts approved by the Board of Supervisors. During the annual budget process recommendations will be made to the Board as well as during contract renewals.
- Community Manager provides maintenance contract administration for landscape, security, refuse and lake maintenance contracts to ensure contractors are providing services in accordance with contracts approved by the Board of Supervisors.
- Community Manager supervises the GMS employees which manage the Aquatics and Athletic functions of the Districts.
- Community Manager interfaces with vendors for repairs, billings/payments and approval of certain invoices.
- Community Manager inspects and coordinates Amenity Center and Common Area maintenance including pest control, lighting, cleaning, trash, pressure washing, irrigation, signage, fencing and pump maintenance.
- Community Manager assists in coordinating special events during the planning stages and working with the vendors in the processing of charges. Additionally, during some special events the Community Manager will be present to supplement other staff.
- Community Manager enforces and evaluates Policies and Procedures of the Amenity Center and Athletic Facilities. Coordinates District policies and procedures with staff and brings to the Board recommendations for changes to the policies and procedures.
- Rental coordinator provides services for reservation of District facilities.

- Community Manager provides other services as required by the Board of Supervisors to ensure satisfactory operation of the District

Such services shall be staffed by full time employees consisting of an onsite Community Manager, a rental coordinator, staff administrator, Amenity Director and an Amenity Supervisor. The services are split between the Districts based upon the development unit's proration and reflects the basis of the level of service required for the Districts assets.

Total fees for FY 2023 are \$192,766 for Double Branch CDD and \$201,535 for Middle Village CDD. Although the fees are based upon five full time employees of GMS, LLC they will from time to time be supplemented by additional operational management resources of GMS, LLC at no additional charge. Such fees may be adjusted annually based upon the District's adopted budget and will be billed accordingly.

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Double Branch CDD Chairperson and Date

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Middle Village CDD Chairperson and Date

---

GMS, LLC Managing Director and Date

2.

Double Branch Work Authorization #2 FY 2023

General Maintenance Services

The following are the general maintenance services provided by Governmental Management Services, LLC as directed by the onsite Community Manager:

- General maintenance to include but not limited to: painting, patching, special cleaning, maintenance and repairs at a rate of \$35 per hour plus mileage if necessary at \$0.63/mile.

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Double Branch CDD Chairperson and Date

---

GMS, LLC Managing Director and Date

*D.*

# Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; manager@oakleafresidents.com

## Memorandum

**Date:** September 2022  
**To:** Board of Supervisors  
**From:** GMS – OakLeaf Operations Manager

### Community:

#### Special Events

- Recent community events: Final Summer Dive- In Movie
- Upcoming: Movie in the park
- October Events - Pumpkin Plunge, Halloween party

#### Aquatics

- Pools on limited schedule until October, in October weekends only
- High School swim practices and swim meets at MV

#### Amenity Usage

- *Total Facilities Usage – 5978*
- *Average daily usage – 193*

#### *Card counts:*

DB Owners	50
DB Renters	53
DB Replacements	22
DB Updated	10

*Total cards printed: 262 (both districts)*

#### Rentals

- 9 of 31 days rented in Aug, 3 of 4 weekends rented
- 11 Clubroom rentals, 5 patio rentals
- 18 tours ( approx. 42 hours)/68 hours used for scheduling, administrative, etc

## Double Branch Community Development District (CDD)

370 OakLeaf Village Parkway, Orange Park, FL 32065

904-375-9285; [manager@oakleafresidents.com](mailto:manager@oakleafresidents.com)

### Memorandum

#### Operations: Open Items

- Update of Pickleball renovations schedule
  - Pulled covered bench, pulled fencing
  - Pressure washing of courts
  - Filling of post holes

#### MAINTENANCE

- HVAC units in Amenity offices cleaned and vacuum lines replaced
- Multiple ceiling tiles replaced in offices due to over condensation ac units
- Inspect and diagnose golf cart electrical issues
- Touch up painting on decorative street poles in neighborhood (ongoing)
- Install of new signage at pool decks
- Reset multiple timers due to lightning and storms
- Re-prime water fall – reset due to power outage
- Pressure washing of Tennis/Pickleball/basketball courts
- Replace multiple guest wi-fi routers at Amenity center
- Repairs and maintenance on golf carts – neighborhood cart
- Preventative maintenance on Utility Vehicle
- Reconnect access system branches (due to damage at MV side – lost site)
- HR items- training of new personnel for access system and management
- Audit of access cards – ongoing (to include audit of adult family members in household)
- Cut backing for new and replacement signs – ongoing
- Employee information collection for Florida Department of Labor
- Lake inspections, all lakes inspected monthly – reports kept on file in Ops. Manager office.
- Continual Park inspections and cleaning – reports kept on file.
- Light Inspections completed – Worthington Oaks, Hearthstone, Highland Mill, Piedmont, Stonebrier, Waverly, Litchfield, and Timberfield completed 8/4 Nature's Hammock, Fall Creek, The Oaks, Cannon's Point, Pebble Creek, Silver Leaf, Oakbrook, and The Cottages completed 8/22.

#### Landscaping

- *Monthly report for Aug submitted and filed at Operations office*

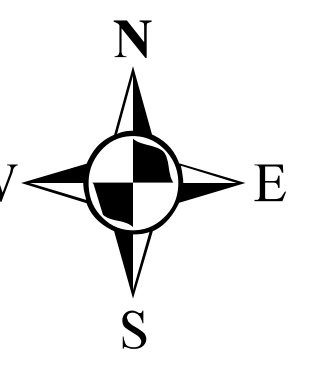
For questions, comments, or clarification, please contact:

- Jay Soriano, Oakleaf Operations Manager 904-342-1441

[jsoriano@gmsnf.com](mailto:jsoriano@gmsnf.com)





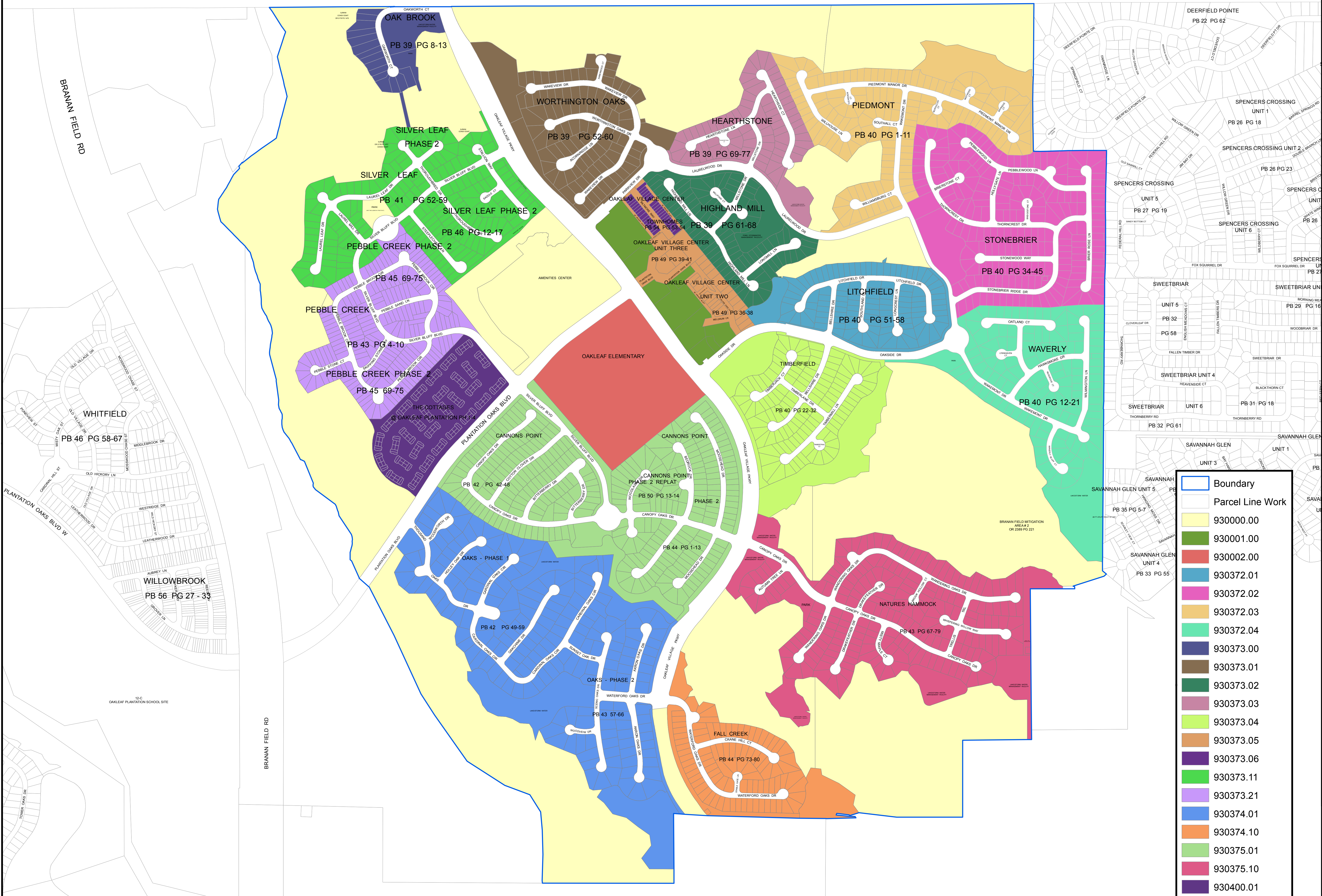


1 inch = 375 feet

THE HONORABLE ROGER A. SUGGS, CFA, AAS  
CLAY COUNTY PROPERTY APPRAISER  
State-Certified General Real Estate Appraiser RZ2771

GENERATED BY THE GIS DEPARTMENT 05/29/2013  
This graphic representation of ownership does not constitute a  
information available for use in the Property Appraisers Office. This  
office does not assume responsibility for errors or omissions.

# Double Branch CDD 2013 Clay County, Florida



	Boundary
	Parcel Line Work
	930000.00
	930001.00
	930002.00
	930372.01
	930372.02
	930372.03
	930372.04
	930373.00
	930373.01
	930373.02
	930373.03
	930373.04
	930373.05
	930373.06
	930373.11
	930373.21
	930374.01
	930374.10
	930375.01
	930375.10
	930400.01